



## Savannah State University Position Description – Air Condition Mechanic I

### ***POSITION DESCRIPTION***

Position Title: Air Condition Mechanic I FLSA Status: Non-Exempt  
Reports to: Mechanical Maintenance Supervisor  
Department: Mechanical Maintenance  
Date Prepared: June 2008

### ***BASIC FUNCTION***

Repair and installation of refrigeration, air conditioning, and incinerators systems including compressors, pumps, vents, meters, pneumatic motors and control systems, heating hot water systems and close loop systems.

### ***NATURE & SCOPE***

Reporting to the Mechanical Superintendent, this position repair maintain air condition and hearing ventilation, refrigeration and incinerator systems including compressors, pumps, vents, meters, pneumatic motors and control systems to include steam and/or hot water systems. Diagnoses mechanical defects in heating systems, by observing operation of equipment to detect malfunctions. Inspects equipment to detect excessive noise and heat.

### ***PRINCIPAL ACCOUNTABILITIES***

Repair and replace valves in all buildings.  
Check motors, compressor and pneumatic control systems for worn or broken parts.  
Order parts, supplies and equipment.  
Read sketches and blueprints of machinery and mechanical equipment.  
Familiar with steam system operations.  
Perform preventive maintenance on all assisted equipment.

### ***SPECIALIZED KNOWLEDGE AND EXPERIENCE REQUIRED***

This position requires four to five years experience and a graduate from a vocational technical school in heating and A/C systems. Experienced in steam and hot water systems, and certified to handle CFC refrigerants. Knowledge of basic procedures, tools and equipment used in HVAC trade.