



# Texas Facilities Commission Employment Opportunities

<b>JOB Vacancy Notice: FY 23-10</b>		
<b>Business Title: Air Conditioning and Boiler Operator</b>	<b>State Classification: Air Conditioning and Boiler Operator III-IV</b>	
<b>Salary Group: A15-17</b>	<b>Salary: \$4,166.00-\$4,584.00 (month) \$49,992.00-\$55,008.00 (year)</b>	<b>Hours/Week: 10:30pm-7:00 am M-F*</b>
<b>Location: Central Services Building, 1711 San Jacinto Blvd. Austin, Texas 78701</b>		
<b>Posting Date: 10/04/2022</b>	<b>FLSA Status: non-exempt</b>	<b>Hours: 40</b>
<b>Closing Date: Open until filled</b>	<b>Shift Differential: 10%</b>	<b>Openings: 2</b>
<b>Division: Facilities Management and Operations</b>		<b>Program: FMO-Facility Operations</b>

**Note: To apply for a state agency job with TFC, you must complete the electronic State of Texas Uniform Application for Employment through [www.WorkInTexas.com](http://www.WorkInTexas.com).**

\*Days to be determined

- ◆ Must be able to work flexible hours during a legislative session and as needed.

### **JOB SUMMARY:**

Performs highly complex (senior-level) work in the operation and maintenance of Boilers, Chillers, Air Compressors, Air Handlers, and auxiliary equipment. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment. Have the ability to work as lead operator of a shift, being capable of making decisions in the absence of a supervisor and able to train others.

### **ESSENTIAL FUNCTIONS:**

- Coordinates the inspection and maintenance of various types of gauges, instrumentation, and indicators; and ensures the proper operation of boilers, chillers, refrigeration equipment, and auxiliary equipment.
- Operates and adjusts Feedwater and Hot Water Pumps, checks and regulates drafts and dampers, and checks firing conditions and water levels in boilers.
- Capable of reading meters, gauges, and thermometers, maintain log sheets, and check the operation of pumps, motors, air compressors, air handlers, VFD's, and other equipment, as well as troubleshoot issues with said equipment.
- Capable of opening and closing valves, being sure the proper valves are being operated for the equipment being started or stopped.
- Monitors and able to switch boilers, monitor boiler water levels, capable of replacing boiler sight glass safely, without shutting down the boiler.
- Monitor the operation of chillers, recording readings, resetting alarms and purge if needed.
- May oversee the firing of boilers, fire tube as well as well as water tube.
- May perform repairs to various equipment.
- Monitor, answer alarms, start/stop, adjust equipment on the Building Automation Systems.
- Performs related work as assigned.
- Train and help develop new hires and Levels I, II and III Operators.



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## **MINIMUM QUALIFICATIONS:**

- Graduation from a standard senior high school or completion of GED.
- Vocational or technical training certification in air conditioning systems or a related mechanical field.
- Four (4) to six (6) years' experience in the operation and maintenance of Boilers, Chillers, Air Handlers and repair relating to HVAC/Plant equipment
- Experience with Building Automation Systems (BAS)
- Experience with computerized maintenance management systems (CMMS)
- Education may be substituted for one year of experience.

## **KNOWLEDGE, SKILLS & ABILITIES:**

- Knowledge of:
  - o Pressure steam heating and refrigeration plant operating principles, practices, tools, and equipment.
  - o Properties of fuel, air, water, and steam.
  - o Operation and maintenance of equipment including boilers, chillers, air compressors, pumps, motors, and valves
  - o The operation, adjustment, and maintenance of controlling, indicating, metering, and recording devices used in plant operations.
- Skilled in:
  - o The use of tools, multi-meter, reading and monitoring of gauges and instrumentation.
  - o The adjustment of electrical and mechanical equipment.
  - o Using reasoning to solve equipment related issues.
  - o Basic computer skills (Outlook, word, excel)
- Ability to:
  - o Interpret meters
  - o Understand and follow instructions
  - o Operate and adjust boilers, chillers, pumps, VFD's, and other equipment
  - o Read blueprints and one-line drawings
  - o Analyze operating difficulties in the equipment (Troubleshoot)
  - o Record information and communicate effective

## **PHYSICAL REQUIREMENTS AND/OR WORKING CONDITIONS:**

This position requires the ability to stoop, bend, lift, and stand for prolonged periods of time. Must be able to move 55 lbs. and, occasionally, 100 lbs. of products and materials. Must be able to work outdoors and in various weather conditions. Must be able to navigate uneven terrain and at various heights using ladders and lifts.

**Veterans:** Use your military skills to qualify for this position and others at TFC. Go to [www.texasskillstowork.com](http://www.texasskillstowork.com) to translate your military experience, training, and formal education into civilian job terms, qualifications, and skill sets.

## **EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

Texas Facilities Commission  
Central Services Building,  
1711 San Jacinto, Austin, Texas 78711  
Office 512-463-3433



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Veterans, Reservist or Guardsmen with an MOS or additional duties that fall in the fields of 91C Utilities Equipment Repairer, AS Aviation Support Equipment Technician, MK Machinery Technician, 1161 Refrigeration and Air Conditioning Technician, 31X1 Heating, Ventilation, Air Conditioning and Refrigeration, or other related fields pertaining to the minimum experience requirements may meet the minimum qualifications for this position and are highly encouraged to apply. Please call Human Resources at (512) 463-1717 with questions or for additional information.

Additional Military Crosswalk information can be accessed at [http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC\\_Maintenance.pdf](http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_Maintenance.pdf)

**Incomplete applications will not be considered.**

## **Conditions of Employment:**

Initial screening is based on the Education and Experience minimum qualifications defined in the job posting. Interviewee selection is based on applicant information explaining how they meet each Competency (Knowledge, Skills and Abilities) requirement. Follow application instructions and fill out application form completely for further consideration.

**If selected for interview, all veterans must provide a DD214 long form. Official transcripts or other minimum requirement validations will be requested at the time of interview.**

As part of its employment process, TFC may procure or have prepared a criminal background check. An applicant with an unsatisfactory criminal background check report is ineligible to be hired for the position for which the report is initiated.

Driver's record check will be conducted by the agency. Satisfactory driving records are required for driving state or personal vehicles and motor driven equipment to conduct agency business. CDL "Drivers" must consent to TFC's Drug and Alcohol Testing Policy against the illegal use of alcohol and drugs.

If hired, employee must provide document(s) within three (3) days of hire date that establish identity and employment eligibility. A complete list of acceptable documents is on file with the local Texas Workforce Commission office.

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**Note:** Any male between the ages of 18 and 25 must show proof of registration with the Selective Service System before he can be selected for employment with the Texas Facilities Commission.

**WIT Job Number: 15599679**

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