HILLSBOROUGH COUNTY SHERIFF'S OFFICE
CHAD CHRONISTER, SHERIFF

Refrigeration/Air Conditioning Mechanic IV

Job Code: W4738
Pay Grade: WM
Pay Scale: $26.46-$40.53 Hourly; $55,036.80-$84,302.40 Annually
Exempt: No

OVERVIEW

Perform lead and highly skilled duties to include installing, servicing, maintaining, and repairing various types of refrigeration, air conditioning, and ventilating systems from light to large commercial systems. Work may be performed in an inmate populated setting.

DUTIES & RESPONSIBILITIES

Duties may vary based on assignment.

- Directly supervise the operation and maintenance of large industrial tonnage magnetic bearing centrifugal chillers and high capacity cooling towers; manage or solve operational problems remotely via laptop computer utilizing chiller control and management software.
- Directly supervise the operations and maintenance of large commercial power-generating systems.
- Assist and direct heating, ventilation, and air conditioning (HVAC) mechanics at both the Orient and Falkenburg Road Jails in regards to installations, servicing, preventative maintenance, system diagnostics and troubleshooting on particularly complex issues with refrigeration, air conditioning, and ventilation equipment such as central, wall, and window air conditioning units; exhaust fans and blowers; walking and chest type freezers; ice machines; and water coolers.
- Schedule preventative maintenance and repair shutdowns; assign preventative maintenance and repairs to team members.
- Coordinate and schedule appointments for system maintenance and repair shutdowns; assist private service contractors to include test and balance technicians, generator mechanics, chiller mechanics, and system control technicians.
- Provide management with updates and operational reports.
- Generate and maintain various logs and records for the chillers, cooling towers, generators, water usage, mechanical cooling and system performance.
- Prepare necessary drawings and sketches on a needed basis.
- Research and generate requests for materials, tools, and supplies for routine maintenance and emergency repairs; maintain, organize, and inventory tools and equipment.
- Operate refrigeration gauges, volt/ohm meters, vacuum pumps, recovery systems, welding equipment, and other related tools and equipment as needed.
- Supervise and inspect the work of lower level workers.
- Perform other related duties as required.

KNOWLEDGE & ABILITIES

- Considerable knowledge of refrigeration, air conditioning, and ventilation operating principles.
- Considerable knowledge of safety requirements.
- Considerable knowledge of the electrical aspects of refrigeration, air conditioning, and ventilation equipment.

- Considerable knowledge of magnetic bearing centrifugal chiller operation.
- Considerable knowledge of low voltage HVAC control systems.
- Ability to troubleshoot and repair low voltage HVAC control systems.
- Ability to diagnose HVAC equipment such as variable frequency drives and variable air volume controls using laptop and hand held devices.
- Ability to understand and operate an automated building control interface.
- Ability to troubleshoot, maintain, and repair chilled water pumps.
- Ability to properly maintain a large diesel fuel supply.
- Ability to troubleshoot and diagnose refrigeration and air conditioning mechanical and electrical problems.
- Ability to climb ladders.
- Ability to work in high places.
- Ability to perform a variety of physical tasks in a subtropical climate.
- Ability to prioritize work.
- Ability to read and understand mechanical and electrical diagrams.
- Ability to project a professional image at all times.
- Ability to safely operate a motor vehicle.
- Ability and willingness to work non-standard duty hours and rotating shifts that include nights, weekends, and holidays.

SKILLS

- Building Automation Systems
- Chilled Water Systems
- HVAC Control Systems
- HVAC Maintenance
- HVAC Troubleshooting

WORKING CONDITIONS

- Work at various buildings and facilities within a law enforcement agency, including inmate-populated areas.
- May work outdoors in a subtropical climate in potential adverse weather conditions.
- Stand or sit at a workstation for prolonged periods, walk long distances, and ascend/descend ladders as needed.
- May engage in very heavy physical exertion (e.g., lifting, carrying, pushing and/or pulling objects and materials up to 100 pounds).
- May travel to various work sites using a Sheriff's Office-issued vehicle (e.g., car, full-size van, full-size pickup truck, golf cart) to perform essential duties.
- May work non-standard hours including nights, weekends, and holidays.
- In the event of an emergency or disaster, may be required to respond promptly to duties and responsibilities as assigned by management chain, Division/District Commander, or the Sheriff (or their designee). Such assignments may be for before, during or after the emergency/disaster.

MINIMUM EDUCATION & EXPERIENCE

- A high school diploma or possession of a GED certificate.
- Possession of a valid Universal Refrigerant Transition and Recovery Certification.
- Five years of experience in the maintenance, repair, and installation of refrigeration, air conditioning, and ventilation equipment, 1 year of which must have been in a lead capacity.

OR

- A high school diploma or possession of a GED certificate.
- Successful completion of a refrigeration and air conditioning program from a Vocational/ Technical school.
- Possession of a valid Universal Refrigerant Transition and Recovery Certification.
- Four years of experience in the maintenance, repair, and installation of refrigeration, air

conditioning, and ventilation equipment, 1 year of which must have been in a lead capacity.

ADDITIONAL JOB REQUIREMENTS

- Attendance at the specified Sheriff's Office work location is required.
- Depending on assignment, employees may be required to possess a valid Florida Driver License at time of employment. Driving history will be thoroughly reviewed and may be grounds for disqualification.
- No visible tattoos on face, head, and neck. Tattoos determined to take away from the professional appearance of the Sheriff’s Office must be covered with an appropriate white, black, or neutral covering.
- No illegal drug sale within lifetime.
- No illegal drug use within the past 36 months. No marijuana use within the last 12 months.
- No felony convictions within lifetime.
- No misdemeanor convictions involving perjury, false statement, or domestic violence within lifetime.
- No dishonorable discharge from any branch of the United States Armed Forces, the United States Coast Guard, National Guard, or Reserve Forces.
- Successful completion of a background investigation including criminal, reference, employment, and neighborhood checks; polygraph; medical evaluation; and drug screening.
- Live within Hillsborough County or within Citrus, Hardee, Hernando, Lake, Manatee, Pasco, Pinellas, Polk, Sarasota, or Sumter County as long as the residence is located within the 60-mile parameter of Falkenburg Road Jail at the time of appointment/employment (certified only).

The duties and responsibilities on this job description represent the essential functions that an employee must be able to satisfactorily perform with or without reasonable accommodations. Reasonable accommodations shall be made upon request to enable employees with disabilities to perform the essential functions of their job, absent undue agency hardship. The Sheriff’s Office retains the right to change or assign other duties to this job as necessary.