

HEATING, PLUMBING, AIR CONDITIONING SPECIALIST

DISTINGUISHING FEATURES OF THE CLASS: This position involves the responsibility of full maintenance of all components relating to the replacement, repair and operation of heating systems, boilers, water systems and air handling units. This class differs from others insofar as the incumbent has the responsibility for supervision of a small staff of tradesmen relating to the plumbing and heating trades, as well as the responsibility of operating and maintaining an Olympic size swimming pool and related facilities. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Acts as an Assistant to the Maintenance Coordinator, Buildings and Construction Division, in maintaining plumbing, heating and ventilating systems in County building and recreational facilities;

Assigns tradesmen to various repair and maintenance projects and inspects all work performed by tradesmen;

Maintains daily logs and purchase inventory for chemical supplies in the operation of County owned swimming pool.

FULL PERFORMANCE KNOWLEDGES SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Comprehensive knowledge of plumbing, heating and air conditioning units, to include replacement, repair and preventative maintenance of large scale buildings; good knowledge of the principles and practices used in the preparation of specifications; ability to supervise and direct a small number of tradesmen in repair and maintenance; ability to write clear and accurate records and reports; ability to obtain the cooperation of others; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- A. High school graduation or possession of a high school equivalency diploma and five (5) years experience in large scale building maintenance, one year of which shall have involved supervision over a small staff of tradesmen; **OR**
- B. Seven (7) years of experience in large scale building maintenance, two (2) years of which shall have involved supervision over a small staff of tradesmen.

Special Note: A license in the plumbing and heating trade is preferred but not essential.

ULSTER COUNTY
3460 HPAC SPEC
Classification: Competitive
Grade: 13
Union: CSEA

Adopted: December 19, 1986