



# Texas Facilities Commission Employment Opportunities

<b>JOB Vacancy Notice: FY 20-103</b>		
<b>Business Title: Air Conditioning and Boiler Operator</b>		<b>State Classification: Air Conditioning and Boiler Operator II</b>
<b>Salary Group: A13</b>	<b>Salary: \$2,453.25-\$3,329.72 (month) \$29,439.00-\$39,956.64 (year)</b>	<b>Hours/Week: 10:30pm-7:00am*</b>
<b>Location: Central Services Building, 1711 San Jacinto Blvd. Austin, Texas 78701</b>		
<b>Posting Date: 08/05/2020</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: 1</b>
<b>Division: Facilities Management and Operations</b>		<b>Program: Facility Operations and Controls</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.**

**JOB SUMMARY:**

Performs moderately complex (journey-level) work in the operation of steam generating equipment, large chiller operations, HVAC equipment, compressors, pumps, and the auxiliary equipment. Work involves operating steam boilers, chillers, air handlers, and troubleshooting issues on said equipment. Must also perform administrative functions such as answering phones, preparing correspondence, work orders, reports, and copying. Work is performed under general supervision with limited latitude for the use of initiative and independent judgment, and must follow written and/or verbal instructions, and established procedures.

**ESSENTIAL FUNCTIONS:**

- ◆ Operates a variety of mechanical equipment including but not limited to chillers, pumps, motor, starters, variable frequency drives, DX refrigeration systems, and pneumatic systems.
- ◆ Performs work involving the Capitol Complex and Austin buildings EMS (Energy Management System), boilers, chillers, monitoring, logging and after hour emergency calls.
- ◆ Answers and responds to a wide range of trouble calls (emergency and non-emergency).
- ◆ Monitors and logs building plant equipment physically and using the EMS on proper log sheets.
- ◆ Monitors computers for fire alarms and controls systems. Resets fire alarm systems in the field.
- ◆ Performs detailed inspections of operating equipment for proper operation. Informs appropriate personnel of unusual conditions, problems, or deficiencies.
- ◆ Identifies and reports safety hazards.
- ◆ Operates a state motor vehicle in order to perform essential functions.
- ◆ Shift hours required. May be required to work shifts other than assigned duty shift.
- ◆ Performs other job duties as assigned.

**MINIMUM QUALIFICATIONS:**

- ◆ Must have a valid Driver’s License, and good driving record.
- ◆ Vocational or technical training in air conditioning systems or a related mechanical field.
- ◆ One (1) year experience in the operation and maintenance of steam-generating and/or refrigeration equipment.
- ◆ Education and experience may be substituted for one another on a year-for-year basis.

**KNOWLEDGE, SKILLS & ABILITIES:**

- ◆ Working knowledge of pressure, steam, heating and refrigeration plant operating principles and practices.
- ◆ Working knowledge of various hand tools and equipment.
- ◆ Skill in the use of tools.



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- ◆ Skill in the operation, adjustment and maintenance of controlling, indicating, metering, and recording devices used in a plant operation.
- ◆ Ability to operate compressors, valves, pumps and motors, and VFD's.
- ◆ Ability to make adjustments of electrical and mechanical equipment.
- ◆ Ability to make necessary minor and emergency repairs on equipment.
- ◆ Ability to understand and follow instructions.
- ◆ Ability to operate a motor vehicle.
- ◆ Ability to maintain effective working relationships with peers, agency personnel, tenants, and the general public.
- ◆ Ability to communicate effectively, both orally and in writing.

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

This position requires the ability to walk, climb stairs in various assigned buildings, stoop, bend, lift, and stand for prolonged periods of time. Must be able to move 50 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.

Veterans, Reservist or Guardsmen with an MOS or additional duties that fall in the fields of 9004 Maintenance Assistant, (1L Construction Equipment Repairer; BU Builder, DC Damage Controlman, 1316 Metal Worker, 3E2x1 Pavements and Construction, 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\\_ProgramManagement.pdf](http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_ProgramManagement.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.

## **EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**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:** 14154535

## **EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

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