

## **Company Name: CGL Companies**

Job Title: HVAC Technician

Type: Maintenance

**LOCATION:** Decatur, GA. and multiple locations **STATUS:** FT Employment **FLSA STATUS:** Non-Exempt

### **DUTIES**

Position Summary:

CGL Facility Management, LLC provides comprehensive contract facility maintenance services to commercial clients. The HVAC Technician will be responsible for both preventive and corrective HVAC maintenance work and minimal installations with our client.

Performs preventive and some corrective maintenance services to existing HVAC equipment corresponding to work orders generated from a computerized maintenance management system (CMMS). Complete all documentation of work performed in compliance with the CMMS data collection process. Installs, repairs, and maintains machinery and mechanical equipment such as motors, engines, pumps, belts, fans, air handling units, Variable Air Volume (VAV) and fan powered boxes. Maintains the safe operation of systems including electronic / pneumatic environmental controls, oil / gas fired water tube boilers, and auxiliary equipment such as various types of pumps, de-aeration tanks, air compressor blowers, etc. Examines environmental control and stationary systems to diagnose problems using proper inspection / testing and monitoring techniques while exhibiting safe and proper use of tools. Must be able to quickly become familiar with the design and layout of the facilities; to learn the locations of installed environmental control and monitoring systems / equipment; and understand operating procedures relating to environmental controls. Performs all work in accordance with established safety procedures and according to the standards of CGL Facility Management, LLC, OSHA, and our clients. Inspects completed work for conformance with requirements of local building and safety codes. May escort subcontractors during completion of their work at the site. May perform other preventive and corrective maintenance tasks as directed by CGL Facility Management. Must maintain a clean and safe workplace while and after performing maintenance tasks. Performs other duties as assigned.

### **SHIFT WORKED**

Day

### **WORKING CONDITIONS**

Schedule: 7:30am-4:00pm

### **MINIMUM QUALIFICATIONS**

High School Diploma (or equivalent) required.

Have good working knowledge of HVAC-related equipment and one or more of the following trades/skills: electrical, plumbing, carpentry, and general building maintenance.

Strong commercial experience or institutional experience of any kind is a plus.

Must be able to read blueprints and as-built drawings.

Three or more years' experience in building maintenance.

Must have a valid driver's license and insurance.

Willing and able to work occasional on-call shifts.

EPA & HVAC certification required.

Microsoft Office skills required.

**PREFERRED QUALIFICATIONS**

N/A

**SALARY AND BENEFITS**

Date of Employment

**REQUIRED TESTS**

Must be able to pass a pre-employment drug test and criminal background check.

**GUARANTEED INTERVIEW**

No

**APPLICANT INSTRUCTIONS/INFORMATION**

Application Deadline: 4/30/2024

**THIS IS A POSTING FOR AN EXTERNAL EMPLOYER.** Although all application packets **MUST** be completed via the Online Job Center at [https://www.easyhrweb.com/JC\\_Wiregrass/JobListings/joblistings.aspx](https://www.easyhrweb.com/JC_Wiregrass/JobListings/joblistings.aspx) some external employers may require you to also submit application documents to them directly. The position ad will contain this information. As a part of the application process, interested candidates **may** be required to upload other documents such as a resume, transcripts, etc (see job center listing for more details). This posting will be removed from the Online Job Center on the date posted above. For more information regarding this position or application instructions, please contact the Human Resources & Career Services Office at (229) 333-5356 or [careerservices@wiregrass.edu](mailto:careerservices@wiregrass.edu)

**EQUAL OPPORTUNITY EMPLOYER STATEMENT**

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