

TEMPERATURE CONTROL SERIES

<u>Code No.</u>	<u>Class Title</u>	<u>Occ.</u>	<u>Work</u>	<u>Prob.</u>	<u>Effective</u>
		<u>Area</u>	<u>Area</u>	<u>Period</u>	<u>Date</u>
2640	Temperature Control Mechanic	14	170	6 mo.	09/29/92
1966	Temperature Control Sub-Foreman	14	170	6 mo.	09/29/92
1829	Temperature Control Foreman	14	170	6 mo.	09/29/92

Promotional Line: 294

Series Narrative

Employees in this series are responsible for performing and/or supervising the repair, maintenance, adjustment, and replacement of pneumatic, mechanical, and/or computerized systems in the temperature control field.

DESCRIPTIONS OF LEVELS OF WORK

Level I: Temperature Control Mechanic **2640**

Employees at this level perform skilled work involving the repair, maintenance, adjustment, and replacement of pneumatic, mechanical, and/or direct digital temperature control systems and equipment. They work under direct supervision from a designated supervisor.

A Temperature Control Mechanic typically –

1. inspects and adjusts pneumatic/mechanical systems and equipment and/or computerized systems (such as fiber optics and direct digital temperature control systems)
2. repairs, maintains, or overhauls temperature control devices (such as thermostats, relays, damper motors, pneumatic operated valves, small air compressors, fiber optics and direct digital control systems)
3. diagnoses and remedies defects in temperature control systems
4. assists in the preparation of estimates for projected overhaul, repair, or replacement of temperature control systems
5. assists in the preparation of material orders for purchase of equipment or repair parts
6. maintains records and prepares reports on repairs accomplished or devices requiring special attention
7. may assign and direct the work of temperature control mechanic apprentices
8. complies with accepted safety standards
9. perform related duties as assigned

Level II: Temperature Control Sub-Foreman**1966**

Employees at this level direct and/or lead and assign work to Temperature Control Mechanics and other assigned personnel and perform skilled work in the temperature control trade as required. They work under general supervision from a designed supervisor.

A Temperature Control Sub-Foreman typically –

1. assists in the direction and assignment of work to temperature control journeymen and apprentices
2. orders materials for jobs; tags and stores material as necessary
3. coordinates and arranges for utility outages
4. conducts inspections of completed jobs to ensure temperature control work was performed as directed
5. may work with project coordinators to verify scope and scheduling of temperature control work on projects and to track job progress at the work site
6. provides input to the supervisor regarding personnel matters (such as job progress, schedule changes, and work performance)
7. assists in training mechanics on temperature control procedures and systems
8. may approve time cards
9. may act for the supervisor during absences
10. performs duties common to the temperature control trade as necessary
11. performs related duties as assigned

Level III: Temperature Control Foreman**1829**

Employees at this level supervise the work of Temperature Control Mechanics and other assigned personnel. They work under direction from a designated supervisor.

A Temperature Control Foreman typically –

1. directs and supervises the work of Temperature Control Mechanics, apprentices, and other assigned personnel
2. schedules work assignments for personnel, considering available funding, priorities, and seasonal demands
3. controls work flow, tools, materials and equipment, transportation, and information necessary to craftsmen and the accomplishment of work assignments
4. works with project coordinators to verify scope and scheduling of temperature control work for projects and to track job progress at the job site

5. enforces safe working habits, including safe operation and handling of materials and equipment
6. verifies time cards and material requisitions
7. provides control systems design and estimates of labor and materials; coordinates system installation and troubleshooting
8. trains mechanics in new temperature control procedures and systems
9. maintains records and prepares reports on repairs, maintenance needs, and systems redesign
10. evaluates and counsels employees on work performance
11. may perform duties common to the temperature control trade as necessary
12. performs related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS REQUIRED FOR ENTRY INTO:

Level I: Temperature Control Mechanic

2640

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. (A) certificate of completion of a pipetrades apprenticeship under a registered Bureau of Apprenticeship and Training program that included one year of experience in the area of pneumatic, mechanical, and/or direct digital control systems

or

- (B) acceptance as a journeyman Temperature Control Mechanic by the local pipetrades industry as a result of having passed the examination used generally in the area AND five years of experience in the trade¹, including apprenticeship and/or applicable vocational training, that included one year experience in the area of pneumatic, mechanical, and/or direct digital control systems.

or

- (C) five years of experience in pneumatic, mechanical, and/or direct digital control systems

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. knowledge of accepted craft practices
2. knowledge of safety practices common to the temperature control trade

¹The trade for this purpose shall include work normally performed by plumbers, pipefitters, pipefitter welders, refrigeration mechanics, temperature control mechanics, oil burner mechanics, and lead burners)

- 3. ability to perform construction, installation, repair, and maintenance duties customarily performed by temperature control mechanics in the pipefitting trade
- 4. ability to maintain records
- 5. ability to prepare reports

Level II: Temperature Control Sub-Foreman **1966**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

- 1. possesses the credentials required for Level I of this series
- 2. two additional years of experience in the area of pneumatic, mechanical, and/or direct digital control systems in the temperature control field

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

- 1. possesses the attributes listed for Level I of this series
- 2. oral and written communication skills
- 3. supervisory ability

Level III: Temperature Control Foreman **1829**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

- 1. possesses the credentials required for Level II of this series
- 2. two additional years of experience in the area of pneumatic, mechanical, and/or direct digital control systems in the temperature control field

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

- 1. possesses the attributes listed for Level II of this series
- 2. knowledge of and ability to perform control systems layout, job estimating, control system installation, and troubleshooting
- 3. knowledge of safe working standards and practices common to the temperature control trade

Temperature Control Mechanic	Edited
Temperature Control Sub-Foreman	New
Temperature Control Foreman	Revised