

# Job Description

---

Job title	HVAC Engineer	Date
Reports to (title)		
Contract/Department		Revision
Location		

## Job purpose

Describe the overall purpose of the job in two or three sentences.

Provide general electrical / mechanical maintenance service and support on Refrigeration / Air Conditioning, heating equipment and associated plant to various properties and Data Centres.

## Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

- To carry out planned preventative maintenance tasks on a variety of plant, equipment and industrial service supplies including:
  - o HVAC Plant and all associated Equipment
  - o Industrial / Commercial Chillers and various split systems
  - o Building management Systems
  - o AHU Plant and associated Equipment
- To carry out reactive repair tasks on site plant and equipment similar to the above.
- To undertake all duties in a safe, tidy and responsible manner in accordance with Health & Safety requirements.
- To ensure that spares and materials are used in a cost-effective manner.
- To carry out other duties as may reasonably be requested from time to time by site management or the client.
- To obey client and EMCOR site rules and to maintain a high standard of discipline at all times.
- To work as an on-call duty engineer as part of a team rota if required.
- To complete site work order documentation to required site standards.
- To carry out other duties that may be reasonably requested from time to time by EMCOR and client management.

## Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

# Job Description

---

--

## Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

<ul style="list-style-type: none"><li>• Solid background within a similar role.</li><li>• Trade Qualifications and level ? Refrigeration Qualifications NVQ/C&amp;G Certificate.</li><li>• Electrically qualified or competent</li><li>• Data Centre experience would be helpful but not prerequisite</li><li>• Refrigerant handling certification</li><li>• Knowledge of Permit to Work System.</li><li>• Undertaken relevant Health and Safety Training. (or willing to undertake relevant training)</li><li>• Ability to sustain effective relationships</li><li>• Undertaken relevant Health and Safety Training. (or willing to undertake relevant training)</li><li>• Some Knowledge of Building Management Systems would be an advantage.</li></ul>
--

## Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

--

Line Manager <i>Signature</i>	
Print Name	
Date	

Job Holder <i>Signature</i>	
--------------------------------	--

# Job Description

---

Print Name	
Date	

<i>FOR HR USE ONLY:</i>					
<i>Job Grade</i>		<i>EMCOR Competency Level</i>		<i>Training Profile UTC</i>	