

**STATE OF DELAWARE**  
**HVAC/Refrigeration Technician**  
**OMB – Division of Facilities Management**  
**PHYSICAL REQUIREMENTS**

**Job Title:** HVAC/Refrigeration Technician  
**Department:** OMB (Office of Management and Budget)  
**Division:** Division of Facilities Management  
**Class Codes:** MCCZ16  
**BP #s:** 1917, 1920, 1936, 1978, 3215, 68967, 68968, 80575, 84210, 91134

**JOB DESCRIPTION:** The HVAC/Refrigeration Technician provides mechanical and electrical installation, maintenance and replacement services for HVAC and refrigeration components to ensure proper safety, maintenance and operation of State facilities. A significant aspect of this work involves preventative maintenance and troubleshooting activities to minimize down time and to correct malfunctions in complicated mechanical and electrical systems and its components, and oversee the work of skilled mechanics or HVAC apprentices involved in servicing equipment. In addition to the HVAC function, an incumbent may assist the Physical Plant Maintenance Trades Mechanics in making routine repairs and performing routine maintenance. These tasks involve one or more trade disciplines including, but not limited to, plumbing, carpentry, painting, and electrical. Tasks involved may include, but are not limited to, welding and plastering; replacing light bulbs, switches, plugs, fuses, cleaning threads, replacing washers, trap drains, spigots, overhauling small motors and compressors, and assisting other technicians as assigned. Significant aspects of work in this class may include monitoring and maintaining heating and cooling plants, inspecting gauges, pumps, lubricating and cleaning motors, making adjustments to maintain adequate pressure, replacing filters and additives, and making basic repairs to system elements as well as removing snow/ice, operating vehicles, tools, equipment and materials. An incumbent may also assist in operating oil-fired boilers and auxiliary equipment as well as maintaining life safety devices such as auxiliary generators, sprinkler systems, and emergency lighting. Work requires working at heights requiring ladders and/or scaffolding..

**JOB SPECIFIC REQUIREMENTS:** Must be able to follow directions and safely use the tools and apply the principles of the various trades they utilize each day, which may include but not be limited to HVAC/R, plumbing, mechanical, electrical, carpentry and painting.

**JOB CLASSIFICATION:** This job is classified as “heavy” as it requires exerting up to 50 pounds of force frequently to perform the various maintenance functions applicable to the HVAC/Refrigeration Technician for OMB’s (Office of Management and Budget), Division of Facilities Management.

**PHYSICAL JOB REQUIREMENTS:** To receive consideration for this position all HVAC/Refrigeration Technician for OMB's Division of Facilities Management must be able to perform the following essential physical job functions daily:

- The physical ability to stand and or walk frequently.
- The physical ability to drive vehicles for up to 2 hours per day.
- The physical ability to climb on a ladder or scaffolding to heights in excess of 10', balance, and work above the shoulder frequently.
- The physical ability to occasionally bend/stoop, kneel, crouch, and squat in order to operate and maintain the HVAC/Refrigeration systems and the physical plants.
- The physical ability to use both hands for frequent grasping and occasional fine manipulation and fingering.
- The physical ability to frequently carry up to 50 pounds of weight distances of up to 600 feet.
- The physical ability to frequently lift up to 50 pounds of weight from the floor to above the shoulders. This weight will be constituted by the following items, but not limited to them: tools, toolboxes and tool bags, ladders, filters, motors, refrigeration tanks, and equipment.
- Weights in excess of 50 pounds may need to be lifted between the floor and waist on rare occasions and may consist of the following items but not limited to them: compressors, fan motors and heat pumps. On these occasions these items may need to be carried distances of up to 10 feet.
- The physical ability to occasionally push various items, such as equipment, filters, motors, tools, pumps up to 75 pounds distances of up to 5'.
- The physical ability to occasionally pull various items, such as compressors, tools and equipment up to 75 pounds distances of up to 35'.
- The physical ability to frequently operate different types of equipment including, but not limited to, cars, trucks and vans, forklifts, pallet jacks, small hand powered tools, etc.
- The physical ability to work at heights for extended periods of time.
- The physical ability to tolerate required personal protective equipment such as steel toed shoes, work gloves, safety glasses, ear protection, dust masks, safety belts and safety shoes on a continuous basis.

### ***CERTIFICATION***

I hereby certify that I have read and understand the above physical requirements of the HVAC/Refrigeration Technician for OMB's (Office of Management and Budget), Division of Facilities Management. I have also been given the opportunity to ask any questions I may have regarding the physical demands required of this position. I further understand that if I am offered this position, I will be required to take a functional capabilities evaluation (FCE) to determine if I can safely perform the required tasks without risk to myself or others.

PRINTED NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

**08/31/14 Revised**