**Definition of Class**
This is a position in which the incumbent installs, maintains, troubleshoots and repairs various digital and pneumatic building control systems, radio systems, fire/security systems, HVAC systems, automatic/ADA door systems, generators, clocks, time clocks and event sound systems. Incumbent reports to the Associate Utility Engineer.

**Examples of Work Performed**
Operates and maintains building automated control systems. Installs wiring associated with building controls. Troubleshoots digital circuits and associates programming. Reads and interprets electrical schematics, blueprints, line drawings associated with digital control systems, line and low voltage wiring systems.

Installs, calibrates, maintains, troubleshoots and repairs pneumatic control systems.

Performs routine maintenance and inspection of hand held, mobile and base radio equipment.

Installs, maintains, troubleshoots and repairs fire and security alarm systems and/or system components.

Wires portable sound systems for University events. Monitors sound system during events and performs repairs to sound system wiring as needed.

Operates generator and performs scheduled maintenance. Recognizes, troubleshoots and corrects generator engine problems.

Maintains mechanical HVAC equipment. Installs valves and actuators, both automatic and manual control, for chill water and hot water systems. Installs and maintains dampers, damper actuators and associates wiring and/or control tubing. Performs control adjustments, calibration and maintenance to balance airflow for ventilation and air conditioning equipment. Develops computer programs for mechanical control. Troubleshoots building HVAC systems to analyze equipment failures based on cause and effect.

Performs and troubleshoots repairs to automatic/ADA doors.

Troubleshoots and performs repairs to clock generators/time clocks and installs new clocks/time clocks.

Performs similar or related duties as assigned or required.

**Essential Functions**
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Installs, maintains, troubleshoots and repairs various digital and pneumatic building control systems, radio systems, fire/security systems, HVAC systems, automatic/ADA door systems, generators, clocks, time clocks and event sound systems.
Minimum Qualifications
These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

   Physical Exertion: The incumbent may be required to lift up to approximately 100 pounds.

   Vision: Requirements of this job include close vision and color vision.

   Speaking/Hearing: Ability to give and receive information through speaking and listening.

   Motor Coordination: While performing the duties of this job, the incumbent is frequently required to stand; walk; talk and hear; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch or bend.

Experience/Educational Requirements:

   Education:  
   High School Diploma or equivalent (GED).

   AND

   Experience:  
   Three (3) years of experience related to the above described duties.

   AND

   Licensure:  
   Must possess a valid driver’s license.

Background Requirements
This position requires a background check upon hire.

Interview Requirements
Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

Rev. 04/02/2015

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