



## Monmouth University

### HVAC Mechanic

**Department:** Facilities Management

**Position Summary:**

Monmouth University is seeking applications for an HVAC Mechanic in the Facilities Management department.

The candidate would be expected to: construct, inspect, maintain, repair, assemble, install and replace interior and exterior boilers, burners, controls, pumps, motors, filters, ducting, vents, grilles, A/C units, radiators fixtures, and all other associated systems, piping, valves and building components daily using vehicles, lifts, ladders, scaffolding, torches, measuring devices, power and hand tools.

A full list of job duties is available at <http://jobs.monmouth.edu>.

**Required Degree, License or Certifications:**

Valid Automobile Driver's License in your state of principal residence

**Required Skills or Software:**

Excellent interpersonal, organizational and communication skills

**Required Years of Experience:** 3

**Other Requirements:**

Possess and maintain a valid Air Conditioning Type IV Certification (Universal). A valid New Jersey Black Seal License or obtain within 6 months of date of hire. Experience with the maintenance of refrigeration units.

High degree of attention to detail and care to prevent injury to self and others and to ensure that all work is constantly providing and appropriate level of service to, and meeting the needs of the University community.

Perform all work in strict accordance with accepted trade practices, code requirements and all safety and good housekeeping requirements. Be willing and able to use all required safety and personal protective equipment (including respiratory protection).

Be able to read and write in English and calculate mathematically. Be able to understand oral and written directions (including MSDS, chemical product labels, equipment manuals, work orders) and be able to carry out work orders as required.

Be able to drive vehicles equipped with standard transmissions. Be willing and able to work overtime as required and respond to emergency calls after working hours. Be willing and able to work overtime as needed.

Be able to lift and move heavy objects regularly. Be able to work in multi-story buildings without elevators, and able to climb ladders, work at heights and in confined spaces. Excellent attendance and work record.

Be part of a rotating on-call list that requires you to be on-call for one week at a time including weekends.

Be part of a rotating overtime list that will require you to work weekend shifts and/or 12:00 am – 8:00 am shifts on occasion.

**Preferred Qualifications:**

Trade or technical school graduate.

Log in to <http://jobs.monmouth.edu> to apply and see the job duties for this position no later than the deadline date.

**Posting Date:** 12/18/2019

**Closing Date:**

Located along New Jersey's northern coastline, Monmouth University is a top-tier, private comprehensive institution that is home to innovative academic programs, expert faculty, and nationally ranked Division I athletics. The University enrolls approximately 6,200 students in nearly 60 undergraduate and graduate degree programs, including two doctoral programs.

Small classes geared toward individual attention and immersive learning experiences that extend beyond the classroom, define the student experience at Monmouth. The University's dynamic learning environment empowers students to become active participants in their education while fully preparing them for life after graduation. Monmouth's faculty, experts in their respective disciplines and industries, foster student growth by collaborating with undergraduates and graduates in their research and scholarship.

Approximately one hour from New York City and Philadelphia, Monmouth University sits at the heart of a vibrant culture rich in history, the arts, technology, and entrepreneurship. The University's 168-acre coastal campus has been named one of the most beautiful in the world, and blends the classic elegance of National Historic Landmarks with state-of-the-art facilities. Recent updates include a \$47 million renovation to the Edison Science Building and construction of a \$16 million stadium, which hosts more than half of the University's student-athletes.

A multitude of experiences is available just outside the campus gates. Access Asbury Park's legendary music scene and diverse cultural opportunities supported by an active LGBTQ community. Enjoy Red Bank's lively theater and dining hub and Long Branch's redeveloped waterfront with recreational and upscale shopping offerings.

Founded in 1933 as Monmouth Junior College, the institution became Monmouth College in 1956 and received its university charter in 1995. Today, Monmouth University is listed in U.S. News & World Report's "Best Colleges," The Princeton Review's "The Best 382 Colleges," and Money magazine's "Best Colleges for Your Money."

Monmouth University is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

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