



780 Washington Street  
Quincy, MA 02169

## **Building Maintenance Tech/HVAC&R**

To apply please send resume to [careers@trtlp.com](mailto:careers@trtlp.com)

### **Position Mission**

This position is a blend of Industrial Building Maintenance and Repairing/Maintaining HVAC&R Equipment.

### **Key Areas of Responsibility/Essential Functions**

HVAC&R (Heating, Ventilation, Air Conditioning and Refrigeration)

- Repair or service heating, ventilating, and air conditioning (HVAC) systems to improve efficiency, such as by changing filters, cleaning ducts, or refilling non-toxic refrigerants.
- Test pipe or tubing joints or connections for leaks, using pressure gauge or soap-and-water solution.
- Test electrical circuits or components for continuity, using electrical test equipment.
- Repair or replace defective equipment, components, or wiring.
- Repair and/or service steam heating systems and chiller units.
- Discuss heating or cooling system malfunctions with users to isolate problems or to verify that repairs corrected malfunctions.

Facilities and Maintenance Functions

- Perform preventative maintenance on Fire Systems
- Snow removal/Plant appearance
- Maintain company vehicles
- Maintain and support building infrastructure needs
- Support maintenance team as needed in other departments; i.e. Mechanics, E/I team, Welders
- Perform other duties as requested or required

Manager (hire/fire/discipline authority for 2+ employees)

Formal Education / Certification Requirements

- High School or GED.
- MA Refrigeration Technician License
- MA Electrical License

Job-Related Experience/ Competencies

- 3-5 years related work experience required.

Competencies:

- Written Communications: Ability to communicate clearly and effectively in written English with internal & external customers.

- Oral Communications: Ability to comprehend and converse in English to communicate effectively with staff.
- Technical Expertise: The ability to demonstrate depth of knowledge and skill in the technical area.
- Customer Service: Ability to provide a high level of customer service to staff and external customers in a professional, service-oriented, respectful manner using skills in active listening and problem solving. Ability to remain calm in stressful situations.

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