Automation Controls Technician

JOB PURPOSE:

Position installs, services, maintains and modifies DDC (Siemens/JCI) instrumentation and pneumatic controlled heating, refrigeration, ventilation equipment as well as VFD and other related equipment in academic, research and administrative sites.

CHARACTERISTIC DUTIES & RESPONSIBILITIES:

Installs, troubleshoots and repairs all Siemens and JCI DDC and pneumatic instrumentation and controlled equipment.

Performs diagnostic testing and maintenance on Siemens and JCI DDC and pneumatic instrumentation and controlled equipment. Interrogates system setup and performs diagnostics to create and/or verify point database and job specific programming via computer for various DDC systems.

Repairs and may install industrial and commercial refrigerating, heating and ventilating systems according to specifications, using knowledge of refrigeration and heating, DDC, structural layout, and function and design of components.

Participates in the training of other technicians and operators to ensure optimal system performance.

Performs other building systems and maintenance as needed.

Drives vehicle if needed.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of and ability to use materials, methods/principles and tools specific to the needs of the Controls Technician trade.

Demonstrated competency in instrument systems technology to include mechanics, electrical and software technology; experience with electronics, hydraulic and pneumatic systems.

Ability to read and interpret drawings, blueprints and/or schematics.

Knowledge of applicable building codes, regulations or ordinances.

Ability to work both individually and in a team environment.
Ability to use a computer and work in Microsoft Word, Excel and PowerPoint to be able to utilize computer-based tools for reports, e-mail and for general communication.

Ability to work in safe and efficient manner.

**MINIMUM REQUIREMENTS:**

**Education/Experience:** Associates Degree in electronics/technical field with two years verifiable work experience OR High school diploma/GED with five years verifiable work experience. DOL apprenticeship in relevant trade preferred. Experience needs to be in servicing mechanical, electrical and digital electronic controls.

**Licenses:** Valid driver’s license and ability to be insured by Indiana University. License in pneumatic, electric, mechanical, electronic, or DDC controls or combination is desirable.

**PHYSICAL REQUIREMENTS:**

Walking or standing for lengthy periods of time, lifting up to fifty (50) pounds, climbing ladders, squatting/kneeling, and reaching/grasping/fingering. There may be visual strain working in dimly lit areas.

**WORKING CONDITIONS:**

Most time spent indoors but possible exposure to below-freezing and very hot temperatures, with the risk of bodily injury from mechanical parts, electricity, fumes, odors, heights and tight spaces. Eye-hand coordination, manual dexterity, color differentiation and balance are important.

The intent of this job specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this specification.

A person with a disability who is pursuing employment opportunities with Indiana University and wishes to discuss minimum requirement accommodations should contact the campus HR office.