



**Cobo Center**  
*Position Description – Hourly*

**Job Code**

**Date Prepared**

**2-04-2019**

**Position Title: Building Mechanic**

**Job Summary:**

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Under general supervision, on an assigned shift, in a large public building or group of buildings, to operate and maintain mechanical, electrical, refrigeration and heating equipment. Operates and maintains large central absorption and compression refrigeration installations, performs minor building and equipment repair work. Position reports into the Engineering Services organization.

**Key Job Elements:**

- Operates and maintains large central absorption and compression refrigeration installations.
- Starts/stops chilled water and condenser water pumps; turns steam on/off by pushing unit start/stop buttons.
- Operates jet purge units; operates building control system as required.
- Performs vacuum tests and observes sight glasses; makes halide leak detector tests.
- Decrystallizes refrigerant solutions.
- Operates and maintains heating and ventilating installations that do not require an operator's license.
- Inspects, adjusts, and makes minor and emergency repairs to pumps, steam lines, valves, traps, and regulating devices, water and drainage systems, electrical lighting and control circuits, breakers, fans, fixtures, switches, switchboards, motors/starters and motor generator sets, HVAC coils and actuators.
- Makes minor building and equipment repairs, such as but not limited to replacing air filters, lights, and broken glass, repairing door locks, door checks, hinges and other hardware; troubleshooting and repairing water leaks, bathroom fixtures, and other plumbing equipment and hardware, painting machinery, piping/tubing, kitchen and refrigeration equipment and emergency fire suppression.
- Performs operational checks and inspections to ensure operating performance of equipment, including lift walls, freight doors, self-contained refrigeration units and emergency lighting.
- Provides assistance with installation of sound system mics, power podiums, stage skirting, piping and drape, chair risers and bleachers.
- Makes service calls on complaints; records operating information in log, patrols premises, operates forklifts, maintains electric carts.
- Other duties and responsibilities as assigned in support of departmental and organizational goals.

**Qualifications:**

- Education – Educational background, academic qualifications and technical certifications are important and required.
- Experience – Five plus (5+) years in the operation, repair, and maintenance of buildings and other structures, and of the mechanical and electrical equipment installed therein. Preferably three (3) years in operating and maintaining large central absorption and compression refrigeration installations.
- Skills – Handling building operation and maintenance work including but not limited to absorption compression type refrigeration installations.
- Knowledge – The methods, tools, materials and equipment used. Applicable safety codes and regulations.
- Communication Skills – Good oral, written and listening skills. Pays close attention to details.
- Change Management – Adapts to change; understands that change is constant and necessary.
- Customer Focus – Is dedicated to meeting the expectations and requirements of internal and external customers; establishes and maintains effective relationships while gaining their trust and respect.
- Organized – Uses resources and time effectively and efficiently.
- Problem Solving – Solves problems with effective solutions.
- Team Player – Creates strong morale and spirit within team; deals effectively and tactfully with departmental personnel and the public.
- Special Requirements, Licenses or Certifications: Third Class Refrigeration Equipment Operator's License a plus

**Computer Skills**

To perform this job successfully, an individual should be proficient In Word and Excel.

**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to move around the facility; to stand for long hours during events; talk and hear. This position may require work inside or outside of the building, as needed by events.

**TO APPLY:**

**Please go to web address listed below**

<https://recruiting.adp.com/srccar/public/RTI.home?c=1152751&d=ExternalCareerSite&r=5000458640406#/>

No Phone Calls

This position offers a competitive salary and benefit package.

Cobo-Center SMG is an Equal Opportunity/Affirmative Action employer, and encourages Women, Minorities, Individuals with Disabilities, and protected Veterans to apply. VEVRAA Federal