

## Sam Houston State University Human Resources

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### Staff Classification Description – Plant Mechanic

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**Skill Category:** Skilled Craft  
**Position (Employee) Class:** 6N107 (N1)  
**Grade:** 8  
**Date:** 11/2014

**Department:** Energy Management Department

**Educational & Experience Requirement:** High School graduate or G.E.D. Prefer technical/vocational training related to job duties. Four years mechanical systems experience. Prefer heating, ventilation and air conditioning (HVAC) experience. A combination of education, experience, and training that would produce the required knowledge and abilities could be considered.

**Nature & Purpose of Position:** Provides skilled work in the operation, maintenance, repair and replacement of Plant Mechanical Equipment.

**Supervision Given & Received:** Works under minimum supervision of foreman.

**Primary Responsibilities:** Maintains, operates, repairs and replaces mechanical equipment. Repairs and replaces motors, pumps, pulleys, couplings and equipment. Provides maintenance on bearings, shafts, Air Handling Units (AHU), brackets and belts. Repairs, replace and clean a/c coils units. Inspects and trouble shoots various mechanical units, such as chillers, boilers etc. Flushes and acid treat coils on large air conditioning (a/c) units. Lubricates and inspects wear of various units or equipment. Replaces and repairs exhaust fan motors and blades. Performs cooling tower repairs. Assists Water Treatment Technician. Cleans boilers and tower units. Changes oil in a/c units and cooling towers. Repacks pumps. Performs other related duties as assigned.

**Other Specifications:** Mechanical equipment-various types. Fans, motors, a/c pumps, chillers, boilers, and related HVAC equipment. Skilled in repair and replacement of mechanical equipment. Both inside and outside. Some areas will be close and cramped for working. Exposure to disagreeable elements such as dust, dirt, grease and grime, congested area, vibration, odors, heat, cold and poor lighting for 50% or more of the time. Good mechanical ability required. During emergencies, operational failures, and peak use periods, employee may be called in when off shift to work an extended shift. Special procedures sometimes require extended hours.

Position requires driving and operating a university vehicle, therefore, a valid Texas driver license and driving record acceptable to the University's insurance carrier is required. Uniforms and identification badges are provided by the University according to departmental policy.

**This is a classification description with the complete list of job duties being maintained at the departmental level. Other job duties necessary for the effective operation of the University are expected to be performed. Any qualifications to be considered as equivalents in lieu of stated minimums require the prior approval of Human Resources.**

**Sam Houston State University is an at will employer and drug free/smoke free workplace. This position is security-sensitive and thereby subject to the provisions of the Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. The pay grade range is inclusive of social security benefit replacement pay.**

**Sam Houston State University is Committed to Equal Opportunity in Employment and Education.**