

**City of New York
DEPT OF CITYWIDE ADMIN SVCS
Job Vacancy Notice**

Civil Service Title: Thermostat Repairer	Level: 00
Title Code No: 91940	Salary: \$322.07/Per Day
Office Title: Thermostat Repairer	Work location: Various
Division/Work Unit: DFMC	Number of Positions: 1

Hours/Shift: Day

Job Description

The Department of Citywide Administrative Services (DCAS) seeks to hire a Thermostat Repairer to work within the Division of Facilities Management and Construction (DFMC). The qualified candidate's responsibilities will include, but not be limited to:

- Under supervision, tests, maintains repairs and replaces various types of thermostats and related equipment used for the control of heating, ventilating and air conditioning systems
- Install tubing, pipe and fittings in connection with various types of thermostats and related equipment used for the control of heating, ventilating and air conditioning
- Check existing control installation to determine nature and cause of troubles and make necessary repairs and/or adjustments
- Use pneumatic and/or electrical devices to check control installation
- Set and calibrate thermostats on walls and fixtures
- Requisition parts as required
- Supervise assigned personnel as required
- Keep work records

Qualification Requirements

1. Five years of full-time satisfactory experience as a thermostat repairer acquired within the last ten years; or
2. At least three years of experience as described in "1" above and either sufficient experience in the thermostat repairing field as a helper or apprentice, or sufficient training of a relevant nature acquired in an approved trade, technical or vocational high school to make up the equivalent of the remaining required experience. Six months of acceptable experience will be credited for each year of the above helper or apprenticeship experience or training.

License Requirement

A Motor Vehicle Driver License valid in the State of New York may be required for appointment to positions in certain agencies. This license must be maintained for the duration of employment.

New York City Residency required within 90 days of appointment.

Essential Skills

To Apply:

TO APPLY, PLEASE EMAIL YOUR COVER LETTER & RESUME TO: hrjobs@dcas.nyc.gov

The JVN# MUST be the only text in the subject line of email; e.g. JVN#10/006060. Please also indicate the JVN# in the upper right hand corner of your cover letter and resume. **Your cover letter and resume MUST be attached as one MS Word document, specifically with the .doc extension.**

Please send your cover letter and resume only once; you will receive confirmation of receipt.

If you do not have access to email, mail your Cover Letter & Resume to:

Recruitment Coordinator
DCAS/Human Resources Office
1 Centre Street, 17th Floor North
New York, N.Y. 10007

(Indicate JVN# in upper right hand corner of cover letter & resume)

PLEASE SUBMIT YOUR COVER LETTER & RESUME ONLY ONCE USING ONE OF THE ABOVE METHODS. NO PHONE CALLS, FAXES OR PERSONAL INQUIRIES PERMITTED. NOTE: ONLY THOSE CANDIDATES UNDER CONSIDERATION WILL BE CONTACTED.

Post Date: 08/26/2009

Post Until: 11/26/2009

JVN: 868-2010-006060

The City of New York is an Equal Opportunity Employer.