

SUPERVISOR THERMOSTAT REPAIRER (NY HELPS PROGRAM)

General Statement of Duties and Responsibilities

Supervises and is responsible for the work of Thermostat Repairers and other assigned personnel in the installation, repair, replacement, maintenance and testing of various types of thermostats and related equipment used for the control of heating, ventilation and air conditioning systems; performs related work.

Examples of Typical Tasks

Supervises and checks installation of tubing, pipes and fittings in connection with various types of thermostats and related equipment used for the control of heating, ventilation and air conditioning.

Checks existing control installations to determine nature and cause of trouble and makes necessary repairs and/or adjustments. Uses pneumatic and/or electrical devices to check control installations.

Sets and calibrates thermostats on walls and fixtures.

Requisitions parts as required.

Supervises assigned personnel as required.

Keeps work records.

May drive a motor vehicle in the performance of assigned duties.

SUPERVISOR THERMOSTAT REPAIRER (NY HELPS PROGRAM) (continued)

Qualification Requirements

1. Six years of full-time satisfactory experience as a thermostat repairer acquired within the last ten years, at least one year of which must have been in a supervisory capacity; or
2. At least four years of the experience described in “**1**” **above** and a satisfactory combination of experience in the thermostat repairing field as a helper or apprentice and training of a relevant nature acquired in an approved trade, technical or vocational high school sufficient to make up the remaining required experience. At least one year of this experience must have been in a supervisory capacity.

Six months of acceptable non-supervisory experience will be credited for each year of the helper or apprentice experience or training described in “**2**” **above**.

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.

Note:

This title is classified in the non-competitive class for a 12-month period under the New York Hiring Emergency Limited Placement Statewide Program – Local (NY HELPS Program). At the conclusion of 12 months incumbents will be transferred into “Supervisor Thermostat Repairer (91964)” as competitive class employees.

Probationary Period:

This title is subject to a 12-month probationary period. The period of probation may be served while in the non-competitive classification under the NY HELPS Program or in the competitive classification, or both. However, all employees must serve a total of 12 months of probation.