

HEATING PLANT OPERATOR I (HP)

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, incumbents perform routine operating and maintenance work in a high pressure (in excess of 15 psi) heating plant and related cooling system, or assists a higher level operator in the more complex duties requiring more training and experience. Incumbents possess experience adequate to perform routine work independently. Complex assignments are training opportunities for the incumbent. Incumbents are not normally assigned to a watch nor are they normally assigned to function as lead worker. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Assists with and maintains the operation of a high pressure heating plant and associated systems, supplying steam, heat, hot water and air-conditioning, including such auxiliary equipment as turbine-driven induced and forced draft fans, high pressure steam atomizing burners, both turbine and electrically driven pumps, oil heaters, heat exchangers, compressors, refrigeration etc.;

Takes instrument readings and keeps log of operation;

Regulates fuel and airflow for efficiency of boiler operation;

Lubricates all moving parts of heating plant machinery;

Cleans boilers and related equipment;

Assists with emergency repairs of equipment;

Performs building maintenance and site utility maintenance work;

May operate and maintain a pathological incinerator (at the Grasslands Reservation);

Participates in the operation and maintenance of air-conditioning equipment refrigeration equipment and cooling towers;

Performs preventative maintenance as directed;

Monitors the receipt of oil shipments according to established procedure;

Maintains, repairs and cleans pipes and ducts, filters and dampers, etc.

Depending on work location, may operate mechanical devices, participate in snow removal, etc., as assigned;

Performs routine and emergency repairs and maintenance with scheduled and in response to emergency situations, as required;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of modern methods used in the operation, maintenance and repair techniques necessary for the efficient operation high pressure boilers and auxiliary equipment; good knowledge of modern methods used in the operation and maintenance of freon refrigeration and air-conditioning systems; good knowledge of the safety precautions of the trade; good knowledge of electrical and steam fitting work; knowledge of the fundamentals of combustion, stages of combustion, the combustion process and reactions; knowledge of the basic fundamentals of mathematics; ability to operate and maintain mechanical equipment; ability to act quickly and efficiently in the event of mechanical failure; ability to follow oral and written instructions; ability to work well with others; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; reliability; physical strength; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: A high school or equivalency diploma and three years of experience where the primary function of the position was in the operation and maintenance of a heating plant, at least two years of which must have been in a high pressure (in excess of 15 lbs. psi) plant and building refrigeration or air conditioning system, which also shall have included experience in the operation and repair of related electrical and mechanical equipment.

SUBSTITUTION: College* education or post-secondary course of study in HVAC or a closely related field which included a course in boiler room, heating plant or air-conditioning/refrigeration operation, maintenance and repair may be substituted at the rate of 30 credit hours for one year of the general experience up to a maximum of two years. There is no substitution for the one year of specialized experience.

SUBSTITUTION: Experience as a Heating Plant Operator Trainee may be substituted on a year for year basis of the general experience listed above. There is no substitution for the year of specialized experience.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

SPECIAL REQUIREMENT: Depending on work assignment must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety.