



Maintenance III- HVAC

Department: Facilities Management

Revised: April 2026

DESCRIPTION

Work involves designing and installing all types of HVAC equipment. Includes electrical controls, plumbing, refrigerant lines and ductwork. Help with other trades/duties as assigned by the Facilities Management team.

SPECIFIC DUTIES

- Ability to size and design small HVAC systems.
- Ability to install duct systems that allow proper air flow
- Trouble shoot all kinds of systems/units
- Boiler install/trouble shoot
- Read electrical schematics and blueprints
- Update blueprints and label changes as needed
- Prepare material lists for projects
- Schedule work and update Facilities Management team
- Direct a team of Tradesman to complete a project completely and on time
- Training other workers as needed
- Stay up to date on all technology in the industry
- Will be required to work other trades (examples: Carpentry, Electrical, Plumbing)
- Will Train others as needed

SUPERVISORY RESPONSIBILITIES

May supervise a work crew of skill/unskilled workers and contractors in the performance in a wide range of tasks as stated above.

WORKING CONDITIONS

Individual has infrequent exposure to conditions requiring strenuous physical exertion and exposure to uncomfortable weather conditions.

JOB REQUIREMENTS

- Completion of a trade school and two years of experience.
- EPA 608 Certification.
- A2L Refrigerant Certification.
- Possession of a valid Pennsylvania driver's license.
- Ability to carry out simple oral and written instructions
- Must be willing to work overtime as required.
- Must submit and pass a drug screening and background check per County policy.

Company Description

County of Lycoming is a county in the U.S. Commonwealth of Pennsylvania and comprises the Williamsport Metropolitan Area. Lycoming is Pennsylvania's largest county by area and is a great place to live and work, offering outdoor adventures, history and culture, and sporting events.

Providing quality customer service to our citizens, business owners and visitors is County of Lycoming's top priority and that starts with our employees.

We offer an award-winning comprehensive benefits package, including generous paid holidays and vacation, a deferred benefit retirement plan, deferred compensation retirement plan availability, affordable medical and dental coverage, innovative wellness programs, extensive professional development opportunities, and more.

County of Lycoming is an Equal Opportunity Employer

This Organization Participates in E-Verify

Esta Organizacion Participa en E-Verify