

**State University of New York at Binghamton**  
**ANNOUNCEMENT OF VACANCY**

**DATE:** November 12, 2024

**TITLE:** Trades Generalist – (HVAC/Electric)

**DEPT:** Facilities Management

**GRADE/SALARY RANGE:** SG-12 \$48,956

**Number of Positions:** 1 (One)

**BRIEF JOB DESCRIPTION:** A Trades Generalist performs journeyman work in one trade, and skilled/ semiskilled level work in another trade in the repair and maintenance of facilities and equipment. This individual will perform mechanical maintenance and related activities as assigned in one or a combination of crafts, including HVAC and electrical. The initial work assignment for this position performs repairs on air conditioning systems, refrigeration equipment, cooling towers, boilers, pumps and preventative maintenance (PM) on equipment. Other responsibilities will include troubleshooting and repairing fans, pumps, compressors, and valves. Trades Generalist may be asked to participate in snow removal and grounds maintenance. This individual may need to develop computer skills to operate the Departments facilities management system (MAXIMO), Siemens energy management system, google mail and calendar, electronic time keeping system (Kronos) and purchasing system as implemented in their area and on their level. In addition, the person in this position must practice and promote the Facilities Fundamental Management Objectives and conduct himself/herself in a professional and positive manner while representing the Department and University.

**QUALIFICATIONS:** Although competitive exam is not required, candidates must have a minimum of four (4) years full-time experience within HVAC. Candidate must also be semi-skilled (2 years' experience) in the electrical trade. Education and certifications will be accepted on a year for year basis.

The candidate must be able to meet the following job requirements:

- Possess a high level of multi-trade skills and abilities specific to HVAC and Electrical duties.
- Skill in the use of torque wrenches, pipe cutting, bending, threading, gas/electric welding, hydraulic press, lathe, power saws, and grinders.
- High degree of knowledge, accuracy and skill to develop, lay out and fabricate work. Must display exceptional knowledge of mechanical building plans, blueprints and in the use of shop mathematics. A high degree of knowledge and skill to plan and lay out the installation, modification and repair of new and existing piping systems and equipment. Must demonstrate knowledge to use and interpretation of shop manuals.
- Ability to use the tools, equipment, and material of the electrical trade.
- Ability to work from heights and in tight spaces. Must train and use respiratory fit equipment when necessary.
- Must demonstrate ability to operate in a safe, journeyman manner and an ability to work well with other employees.
- Must be able to communicate effectively with other workers, supervisors, and senior management.
- Ability to understand and follow verbal and written instructions working independently with little direct supervision.
- Must possess a valid driver's license to operate a motor vehicle in New York State.

**SPECIAL INFORMATION:** Since the nature of the campus requires continuous service and emergencies may arise other than normal work hours, the employee in this position will be required to provide a home telephone number and be willing to accept emergency call-ins and overtime work when necessary. The individual is deemed an essential employee. Position will work 7:00 a.m. to 3:30 p.m., Monday-Friday with Saturday and Sunday as pass days.

**ADDITIONAL INFORMATION:** The successful candidate for this position must be able to perform the duties and responsibilities of the position satisfactorily. Since the activities of other employees depend on the performance of the employee in this position, reliable attendance is a factor that the employer will consider when filling this vacancy. **Successful candidate will need to pass respiratory fit test.**

Internal candidates interested in the above position should indicate their interest by completing a PA-81 form; obtainable in the Office of Human Resources. All other applicants should complete the HR-001 Binghamton University Employment Application; obtainable at [www2.binghamton.edu/human-resources/forms](http://www2.binghamton.edu/human-resources/forms). Completed forms are to be returned to the Office of Human Resources, Binghamton University, P.O. Box 6000, Binghamton, NY, 13902. Applications will not be accepted in Facilities and must be returned to Human Resources no later than November 22, 2024.