**HVAC Technician – Maintenance Technician**

***This job is located at IUPUC in Columbus, Indiana***

IUPUC—Indiana University-Purdue University Columbus—continues to deliver high-quality undergraduate and graduate degree programs aligned with and responsive to regional educational needs since 1970. IUPUC is located in Columbus, Indiana, and enrolls between 1,500 and 1,800 students annually. IUPUC offers academic programs to students who reside in Bartholomew, Brown, Decatur, Jackson, Jefferson, Jennings, Johnson, Ripley, Shelby, and other counties in southern Indiana.

We seek greater diversity in our faculty and staff to broaden students' academic experience and to enrich our campus community. Candidates must be sensitive to the needs of and possess an interest in working in an academic community that is diverse with regard to gender, race, ethnicity, religion, nationality, sexual orientation or identity, disability status, and protected veteran status.

The Office of Administration and Finance currently has an HVAC Technician – Maintenance Technician position available. The HVAC Technician will perform maintenance on all building equipment and systems, including HVAC, mechanical, and electrical. Perform skilled and semi-skilled maintenance and repair work on campus buildings, facilities, equipment or machinery. Assemble, install and/or repair: wiring, electrical and electronic components, plumbing/pipe systems, physical structures, fixtures, paint, HVAC systems, locks/access systems, compressors, generators, engines, etc. Perform routine light maintenance activities, notify management of need for repairs. Perform other duties and responsibilities as assigned, including general building maintenance duties. Work any shift as needed. 24-hour a day emergency response as needed. Assist with snow removal activities as necessary. Must be available to work during inclement weather (i.e. snow and ice) when weather emergencies dictate that the department is needed to take care of the campus.

**REQUIREMENTS**

General knowledge at the high school level. Required experience includes Certificate in DOL apprenticed trade (electrical, plumbing, HVAC, carpentry) as well as 5 or more years of Verifiable journey-level. Valid driver’s license and ability to be insured by Indiana University upon hire, is required. May be required to acquire and maintain a material-specific abatement certification, supervisor certification, or other required certifications. Ability to work in a safe and efficient manner; Proficient communication skills; Maintains a high degree of professionalism;

Demonstrated time management and priority setting skills; Demonstrates a high commitment to quality; Possesses flexibility to work in a fast paced, dynamic environment; Seeks to acquire knowledge in area of specialty; Highly thorough and dependable; Demonstrates a high level of accuracy, even under pressure; Excellent organizational skills; Ability to represent the company with external constituents; Ability to drive multiple projects to successful completion; Ability to build strong customer relationships

Quickly troubleshoots and resolves problems; Knowledge of materials, methods, and the tools used to perform job duties in area of expertise; General knowledge of multi-craft maintenance in carpentry, electric, heating/cooling, and plumbing.

Ability to understand and follow instructions; Ability to operate the specific tools used in the area of expertise, including related tools and equipment such as common hand and power tools, hammers, hoists, saws, drills, and wrenches, precision measuring instruments and electrical and electronic testing devices; Ability to operate a computer; Ability to work with wide variety of cultures and backgrounds.

**INSTRUCTIONS ON HOW TO APPLY**

Qualified applicants interested in the position must apply online at [https://jobs.iu.edu/](https://jobs.iu.edu/) Search for **Job ID 295137**. A resume must be submitted with your online application. The deadline for applications is **November 15, 2021**.

**BENEFITS/PERKS**

University-sponsored benefit plans are a significant part of Indiana University’s total compensation package. You may want to go to [http://hr.iu.edu/benefits/](http://hr.iu.edu/benefits/) to learn more about the resources, services, and other generous benefits available to Indiana University employees.

Columbus is located one-hour south of Indianapolis, 1¼ hours from Louisville, and 1½ hours from Cincinnati. Columbus is a unique Midwestern community with a population of 46,000 known for its world-class architecture. The American Institute of Architects ranked Columbus sixth in the nation for architectural innovation and design – right behind Chicago, New York, Boston, San Francisco, and Washington, D.C. There are wonderful programs for young children, many parks, excellent philharmonic orchestra, and people trails. The community is also well known for its culture and its predilection for innovation. For further information, please visit: [http://www.iupuc.edu/](http://www.iupuc.edu/) and [http://columbus.in.us](http://columbus.in.us)

**COVID Information**

Due to the COVID-19 pandemic, there may be differences in the working conditions as advertised in our standard job postings (e.g., the ability to travel from one campus to another, etc.). If you are invited for an interview, please discuss your questions or concerns regarding the working conditions at that time. Beginning with the fall 2021 semester, all Indiana University students, faculty, and staff will be required to be fully vaccinated for COVID-19 as a condition of enrollment / employment. To learn more about this requirement, view our COVID-19 vaccine information page.

Indiana University is an equal employment and [Affirmative Action Employer](http://www.iupui.edu/) and a provider of ADA services.

The Annual Security and Fire Safety Report, containing policy statements, crime and fire statistics for all Indiana University campuses, is [available online](http://www.iupui.edu/). You may also request a physical copy by emailing IU Public Safety at iups@iu.edu