



The Maintenance Foreman/Lead HVAC Tech provides maintenance of the Broward Center for the Performing Art and other managed facilities including mechanical, plumbing, carpentry, and electrical systems.

DUTIES AND RESPONSIBILITIES

- Oversee that preventative maintenance is performed accurately and at appropriate times.
- Supervise, and/or participate in, the repair, maintenance and installation of projects in all areas of the facility such as plumbing, carpentry, painting, refrigeration, landscaping, interior maintenance, mechanical, HVAC, and other related maintenance work.
- Maintain individual equipment repair and service records for all building facilities.
- Assist with maintaining inventory of daily expendable items.
- Train new personnel in the procedures and functions of the Facilities Services Department.
- Assist Director of Facilities Services with implementing new work projects and work methods.
- Identify and order needed supplies and materials required for project completion.
- Communicate with vendors, departmental staff, and management.
- Implementation, inspection, and maintenance of contracted construction projects, including managing warranty claims and taking corrective actions for faulty product and workmanship as needed.
- Recommend building repairs and improvements when required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of construction and maintenance of building and utilities.
- Knowledge of OSHA regulations and the Clear Air Act.
- Knowledge of preventative maintenance procedures and techniques.
- Proven electrical system knowledge.
- Extensive technical knowledge and troubleshooting skills with HVAC systems and equipment.
- Working knowledge of programmable logic controllers.
- Able to read and work from blueprints and schematic diagrams.
- Plan and execute preventive maintenance programs for building facilities.
- Troubleshoot and repair energy management controls and programming.
- Able to make estimates of needs in terms of labor, material, and equipment.
- Work a flexible schedule, including nights, weekends, and holidays as needed.
- Plan, assign, and supervise the work of subordinates and to instruct them in proper work methods.
- Perform heavy lifting of up to 100 pounds.

REQUIRED EDUCATION AND EXPERIENCE

- Technical School/University Graduate/or any equivalent combination of training and experience.
- 3-5 years of proven leadership experience supervising a crew of 2 or more.
- 7-10 years related experience and/or training.
- EPA Universal Certification.
- Valid Refrigeration Technician, Plumbers', or Electricians' License or equivalent.
- Experience in large commercial facilities' HVAC Operation, Maintenance, and Repair.

If you are interested in this position, please email your resume to hvacsearch@browardcenter.org.