



CAREER OPPORTUNITY

The Council for Scientific and Industrial Research (CSIR) is a leading scientific and technology research organisation, implementing projects throughout Africa and making a difference in people's lives.

Technical Specialist: Heating, Ventilation and Air Conditioning (HVAC)

About the job:

The CSIR has a vacancy for a Technical Specialist: Heating, Ventilation and Air Conditioning (HVAC) in the Management Services Portfolio. The incumbent will be responsible to implement and evaluate the maintenance, installation, and repair of all CSIR heating, ventilating, and air conditioning equipment. The incumbent will also design and recommend the best HVAC solution in areas requiring new installations. This position is based in Pretoria.

Key responsibilities:

- Directs repair and maintenance of existing HVAC equipment including air handlers, chilling and heating systems, air quality equipment (including energy recovery make-up, exhausted air systems, and laboratory vent hoods).
- Supervises chemical treatment of chilled water and boilers.
- Coordinates work between HVAC crew and maintenance, electrical, and plumbing sections, project managers and outside contractors.
- Receives work requests; plans, supervises, assigns and monitors work of HVAC technicians.
- Inspects and evaluates condition of mechanical equipment in CSIR buildings and recommends corrective action.
- Implements repairs or revisions including design changes both in house or on outsourced projects.
- Reviews all requests for air-con replacement and decides on replacement or repair.
- Reviews all requests for new air-cons, designs/sizes the air-con and oversees implementation.
- Participates in Design Review Committee and gives input on HVAC equipment.
- Ensures installation and repairs are performed in accordance with SANS standards and codes.
- Estimates cost for repairs, replacement, and installation of large and small mechanical HVAC equipment for heating, cooling, air moving, and building automation (BMS Systems).

- Ensures allocation of budget for projects future repairs and department equipment needs.
- Develops and maintains preventative maintenance programs for major mechanical equipment on all campuses.
- Conducts root cause analysis on equipment major and frequent failures, recommends and implements corrective action.
- Identifies training needs for HVAC staff to keep up with new developments and new products on the market.
- Trains HVAC technicians in procedures and usage of equipments.
- Ensures appropriate employee safety training and compliance is completed.
- Leads project acceptance during handover from Projects Managers and does the final sign-off for HVAC equipment.
- Ensures CSIR keeps up with latest HVAC trends and innovations and to impart such knowledge to junior staff and subordinates.

Qualifications, skills and experience:

- N6 Certificate or National Diploma in Mechanical/Electrical. A B Degree in Mechanical/Electrical will be an added advantage.
- Mechanical/Electrical Trade Test Certificate.
- A Minimum of 6 years post trade test hands on experience of which 2 years should be in a supervisory role.
- Knowledge of HVAC tools, materials, and safe work practices.
- Knowledge of HVAC operation, maintenance, and repairs.
- Knowledge of building maintenance.
- Relevant mechanical codes, legislation, regulations, installation & maintenance procedures.
- Supervisory principles, practices, and methods.
- Ability to estimate time and materials.
- Ability to maintain confidentiality of work related information and materials.
- Ability to establish and maintain effective working relationships.

Should you meet the above requirements, please email your CV to jobapplications@csir.co.za with your name and surname, position title and reference number on the subject line, (**e.g. John Smith: Technical Specialist: Heating, Ventilation and Air Conditioning: Reference No: 306726**).

Closing date: 31 May 2017

PLEASE NOTE THAT FEEDBACK WILL BE GIVEN TO SHORTLISTED CANDIDATES ONLY.

For more info, please contact CSIR Recruitment Centre on **012 841 4774** or email us at Recruitmentinfo@csir.co.za

*The CSIR is a responsible employer; we have put measures in place to ensure that equity is implemented such that it best serves the interests of the organisation and South Africa as a whole. This speaks to the CSIR's commitment to the Employment Equity Act of 1998. By applying for this position at the CSIR, the applicant understands, consents and agrees that the CSIR may solicit a credit and criminal report from a registered credit bureau and/or SAPS (in relation to positions that require trust and honesty and/or entail the handling of cash or finances) and may also verify the applicant's educational qualifications and employment history. **The CSIR reserves the right to remove the advertisement at any time before the stated closing date and it further reserves the right not to appoint if a suitable candidate is not identified.***