



Engineered Controls Inc.
9321 G Court
Omaha, NE 68127
Phone 402.339.1300
Fax 402.339.1311

Field Systems Technician 1

Job Summary:

This person is responsible for cost effective programming and commissioning of commercial building control systems as they relate to the HVAC system in general. As part of a larger installation and/or service team, the Field Systems Technician will review project documentation and complete all software programming, project commissioning and trouble shooting, customer training and project close-out.

Job Duties and Responsibilities:

- Complete software programming of building control systems relying on job plans, specification, and installation layout drawings. Special emphasis placed on cost effective application of software programs to assure compliance with project specifications and company standards.
- Coordinate project technical requirements with other project suppliers or subcontractors.
- Coordinate installation details with field electrician to ensure a high level of customer satisfaction. Resolve field technical problems promptly to prevent construction delays and cost overruns.
- Complete start-up and commissioning of control systems relating to building controls for assigned projects.
- Complete all project close-out responsibilities for a project. This includes customer training and turnover and updating hardware installation CAD drawings with as-built information for Operation & Maintenance manuals.
- Provide service support on existing projects insuring the systems meet customer's expectations during the warranty period and beyond.
- As part of a Service team, complete unscheduled (on demand) service calls at the customer's site and handle problems promptly to satisfaction of our customers. This could involve replacing failed components and other field devices.
- As part of a Service team, perform schedule service maintenance at customer sites as determined by job conditions and work load.
- Perform other related duties as assigned

Skills & Qualifications:

- Two year technical degree in HVAC or Electronics, an undergraduate degree in Electrical or Mechanical related studies is excellent. A minimum of three year's work experience in the industry.
- Other technical experience such as military, on the job training programs, etc. may meet this requirement as determined by local management.
- The ability to work with electronic equipment such as volt meters, amp meters...etc.

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- The ability to troubleshoot basic electric and electronic circuitry including reading and interpreting electrical and electronic diagrams.
- Knowledge of the construction industry and its practices.
- Must be service minded and customer focused.
- Ability to work in a team environment.
- Individual must be capable of working under pressure and have effective interpersonal skills, to properly represent Engineered Controls to customers and other outside contacts.
- Knowledge of personal computers operating systems including MS Office Suite of products.

Essential Functions:

- Be able to lift and carry ladders, drawings, personal computers, materials, etc.
- Be able to lift up to 50 lbs.
- Be able to spend significant time standing and walking on construction sites.
- Be able to climb several flights of stair or ladders throughout a typical day on a construction site.
- Maintain a satisfactory driving record which, per Engineered Controls vehicle policy, allows the individual to drive a company vehicle.
- Be physically able to kneel, stoop and crawl.
- Actively participate in the company wide Health and Safety plan.