

Title: Field Technician
Reports to: Project Manager
Employment Status: Full-Time, Hourly, Non-Exempt

Responsibilities:

The Field Technician is responsible for performing project startup and commissioning activities as well as occasionally supporting customers by providing routine or emergency service and preventative maintenance.

Primary Objectives:

- Work closely with Project Managers and Sr Field Technicians to ensure the overall system operation of project, including but not limited to controllers, sensors, software, third party system interfaces, trend configurations, alarm configurations and coordinating with customer IT personnel, etc.
- Provide startup and commissioning of new and existing Building Automation Systems that utilize current and past technology.
- Responsible for accurate start up, commissioning and field as-built drawings as required for final project documentation.
- Ensure owner or building operator training, proper setup of workstations with associated user interface software, and job database backups are completed as part of closeout process.
- Actively participate in creating and providing solutions to complex problems through hands-on troubleshooting.
- Participate in on-call service rotation as needed.
- Complete and submit company paperwork in a timely manner including but not limited to time sheets, expense reports, and service billing reports.
- Adhere to company and project specific safety standards.
- Other duties as required by project and customer needs.

Knowledge & Skills:

- Technically competent in mechanical systems, control system design, sequences of operation, integration, and equipment start-up/commissioning.
- Proficient with basic electronic test equipment such as multi-meters, oscilloscopes and computers utilizing Windows based operating systems.
- Knowledge and understanding of systems logic in order to write or recommend modifications as needed.
- Ability to create, download, and troubleshoot system logic using associated software tools.
- Knowledge of MSTP, Ethernet and TCP/IP networks including layout and troubleshooting.
- Ability to read and understand Architectural, Mechanical, and Electrical documents.
- Basic knowledge of Building Automation System hardware and software.



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- Understanding of the operation of mechanical equipment and their control sequences.
- Excellent oral/written communication, organizational, and time management skills as well as the ability to work effectively in a team environment.
- Timely communicate issues or concerns to management.
- Ability to communicate technical information to a non-technical audience.

Qualifications:

- Associates or technical degree in a Mechanical, Electrical or Electronic discipline.
- 2+ years' experience in the Building Automation and Controls industry.
- Ability to handle simultaneous challenges, requiring knowledge of many different disciplines.
- Currently possess a valid Driver's License, reliable vehicle and be insurable to the company's insurance standard.
- Willing to travel both within the organization's assigned product territory and outside this territory as necessary to accomplish assigned work responsibilities and or training.
- Able to satisfactorily pass personal background check that may include professional references, verification of previous employment and education, criminal background check, drug screening, a department of motor vehicle (DMV) check and/or a consumer credit check.

Physical Demands:

- Able to climb ladders.
- Able to lift items up to 50 pounds

Last Update: 4/2019