

**JOB VACANCY**

HDC(161)-HR/IU/2020/257  
18<sup>th</sup> November 2019

**AC Technician**  
**Real Estate Management****MINIMUM QUALIFICATION & REQUIREMENT**

1. Diploma in relevant field (**OR**)
2. Vocational or technical qualification in relevant field with 4 years' relevant experience.

**OVERALL SCOPE**

Undertake all air conditioning and electrical works conducted by the section with major focus on (but not limited to) air conditioning installation, repair and maintenance.

**SCOPE OF WORK**

- Responsible for preparing and carrying out preventive, routine and/or condition based maintenance of HVAC systems
- Repair air conditioning units by performing analysis and troubleshooting activities
- Perform maintenance activities such as cleaning of grills, filters, gas charging and carrying out complete service of the units.
- Testing and commissioning of air conditioning systems and ensure that they are in proper working condition.
- Installation of AC units by following standard procedures.
- Diagnose electrical and mechanical defects and malfunctions of the system.
- Identify and troubleshooting of electrical faults and make repairs when necessary.
- Ensure the buffer stocks are maintained regularly by coordinating team members and procure the materials required so that works will not be interrupted.
- Maintain tools and equipment in good and working condition, ready to be used.

**JOB SKILLS AND SPECIFICATIONS**

- Experience in installation, repair and maintenance of ventilation systems, splits, cassette type and/or central air conditioning systems (multiple brands).
- The ability to read electrical and HVAC layouts.
- Ability to manage and carryout the works with minimal supervision
- Ability to work in long and odd hours
- Should be able work as an individual and as a flexible team player

**SALARY PACKAGE:**

Gross Salary between 11,950.00 to 13,500.00 based on qualification and experience.

**Application Process**

Send the job application along with your CV, copies of accredited certificates, Job reference letters, Police Report and ID card or Driver's License copy via the link (<https://rb.gv/ptyaby>). For any additional queries please contact to 3355305.

**Application Deadline:****Date: 26<sup>th</sup> November 2020 (Thursday)****Time: 14:00hrs**