

JOB DESCRIPTION

Job Title: HVAC/Multi-Skilled Engineer Service: BMC	Post No: 60431 Section: BM	Hoople Band: E Location: Herefordshire
Organisational information: Responsible to: Service Delivery Manager Dimensions: Key relationships/Functional links with: Internal: Service Delivery Manager, Operations Manager, Work Planners, BM & C Operatives External: HC Property Services and other HC services, Sub Contractors, Suppliers		
Main Purpose of Job: The core of the AC work will be maintenance (PPM and reactive) and general building services operations. As a heating, ventilation and air conditioning (HVAC) engineer, you will ensure temperature and ventilation systems are working efficiently and safely by carrying out routine maintenance, reporting findings through professional reports, carrying out identified repair works in a timely manner and to a high standard. You will also attend reactive call outs when and where required.		
Main Responsibilities / Accountabilities: • Carry out routine maintenance to HVAC mechanical equipment to meet both client's requirements and current legislative standards. • Diagnose and repair malfunctions in various types of heating and air conditioning systems, including rooftop equipment. • Install new heating and air conditioning systems and components. • Relocate and expand existing HVAC systems as needed. • Repair, replace, or calibrate controls, thermostats, switches, fuses, and electrical wiring. • Maintain accurate records/documentation in accordance with company procedures. • Ensure Company & Site, Health & Safety procedures are followed at all times. • Providing accurate quotations for HVAC and mechanical works including labor and materials • Ensure refrigerant cylinders are stored correctly, waste transfer information for reclaim units is recorded accurately and stock levels updated and checked on a monthly basis. • Assist with and undertake tasks outside primary trade if required.		
Essential Requirements: • F-Gas 2079 Category 1 • City and Guilds Level 2 in Air conditioning and Refrigeration or higher. • Full clean driving license • Ability to pass enhanced DBS check • A flexible attitude to work and a professional, positive attitude to clients.		

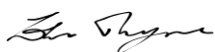
Desirable:

It would be desirable for a candidate to have Gas ACS Qualifications: COCN1, ICPN1, CIGA1, CDGA1, CORT1, TPCP1a and electrical qualifications.

Additional Skills:

- Have sound building services knowledge, to have been exposed to all aspects of building services including basic electrical knowledge
- highly articulate and presentable with excellent customer-facing skills
- IT literate and good record/data keeping skills
- Understanding of building and construction
- Capable of using tools and machines
- Logical thinking skills
- Ability to use your initiative.

Other information: Participate in an out of hours on call service as required.

Manager Signature:		Date:	23/09/2026
Manager Name:	John Thyne	Job title:	Service Delivery Manager

Date Job Description last reviewed: