

Advanced Controls Corporation
626 West Flores
Tucson AZ 85705

Job Summary: BAS Controls Specialist

An experienced, technically orientated person who understands and is capable of control systems programming and integrating to other systems. This person must have experience with HVAC systems and have proven skills with JACE/Tridium technologies. The individual must be able to perform and complete system startup, point to point check out, and overall system commissioning.

Job Duties & Responsibilities:

- Provide service support on existing systems insuring their proper and efficient operation as well as providing ongoing support to the facility's building engineers. Programming of Control Systems and Integration with other systems related to building automation.
- Ensure timely software backups are created for projects and software development. Replace defective controllers, if necessary.
- Repair faulty wiring, relays, or sensors that have failed.
- Start - up and commissioning of control systems relating to building automation.
- Over time, it will be a requirement to be able to work with multiple controls systems (LON/BACnet).
- Must be able to communicate with the customer in order to satisfy the needs regarding the specifics of what is required to solve the issue on a particular site.
- Document the services performed on a service call, including a complete write up with details of what the service call consisted of and to document if the call is complete or will require a follow up visit. A customer signature is also required.
- Establish and maintain a good relationship with the customer and be courteous at all times
- Complete time sheets, service work orders, and other paperwork required for this position in an accurate and timely fashion.
- Other duties as assigned.

Skills & Qualifications:

- Minimum of high school diploma.
- Minimum of 4 years industry experience
- *Two-year* technical degree in HVAC or Electronics related studies preferred.

- An undergraduate degree in Electrical or Mechanical related studies is excellent.
- Other technical experience such as military, on the job training programs, etc. may meet this requirement as determined by local management.
- Background in temperature building automation and controls. Must have a service mentality with emphasis on the customer
- An understanding of computer operating systems including MS Office Suite of products.
- The ability to configure and debug computer and networking problems.
- Must have a basic understanding of programming BAS controls
- Demonstrate the ability to work with electronic equipment such as volt meters, amp meters, etc.
- Ability to troubleshoot basic electric and electronic circuitry including reading and interpreting electrical and electronic diagrams, as well as a general understanding of AC circuitry including disconnects, starters, breakers, etc. for systems 120v or greater.
- The ability to communicate concisely, both verbally and in writing.
- The skills to perceive and fully understand both issues and perceptions among employees and customers to achieve a successful outcome for both.
- A thorough understanding of HVAC operations within a facility.

Other Essential Functions:

- Be able to lift and carry ladders, drawings, personal computers, material, etc.
- Be able to lift up to 50lbs.
- Be able to spend significant time standing and walking on construction sites.
- Be able to climb several flights of stairs or ladders throughout a typical day on a construction site.
- Maintain a satisfactory driving record which, per the company's vehicle policy, allows the individual to drive a company vehicle.
- Be physically able to kneel, stoop and crawl.

Company Benefits:

- Medical
- Dental
- Vision
- Life Insurance
- Disability (LTD/STD)
- IRA with company match
- Paid time off
- Paid holidays

Advanced Controls Corporation promotes and provides for equal opportunity for all its

employees, as well as for women, veterans, and individuals with disabilities. We enforce a drug free work environment. For more information regarding our company check our web page at www.advancedcontrols.net.

Options to send us your resume:

- By mail: Advanced Controls Corporation | 626 W. Flores St. | Tucson AZ., 85705
- By fax: Advanced Controls Corporation | 520-620-6676
- By email: <mailto:info@advancedcontrols.net>