



Engineered Controls Inc.

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Job Title: Building Automation Systems (BAS) Technician

Job Summary:

We are seeking a skilled and detail-oriented BAS Technician responsible for the cost-effective commissioning, maintenance, and repair of commercial Building Automation Systems (BAS), primarily related to HVAC systems. Working as part of a technical team, this role involves reviewing project documentation to complete commissioning tasks such as point-to-point checkout, system troubleshooting, customer training, and project close-out. The technician plays a vital role in ensuring high levels of customer satisfaction through prompt service and quality performance.

Job Duties and Responsibilities:

- Perform system commissioning based on job plans, specifications, and layout drawings. Tasks include point-to-point checkout, diagnostics, troubleshooting, training end-users, and completing project close-out.
- Maintain and repair commercial BAS for existing clients, including diagnosis, troubleshooting, and preventative maintenance.
- Collaborate with field electricians to ensure installation details meet quality standards and customer expectations.
- Respond to non-scheduled service calls as dispatched by the Service Coordinator.
- Conduct preventive maintenance in accordance with Planned Service Agreements (PSA) and associated tasking requirements.
- Complete all required project and service documentation, including customer training materials, service tickets, tasking checklists, and as-built updates to hardware installation drawings for inclusion in Operation & Maintenance (O&M) manuals.
- Represent the company in a professional manner while on service calls.
- Coordinate service scheduling and manpower planning with the Service Manager and/or Service Coordinator.
- Identify and report potential service opportunities to the Service Manager or Owner Direct Account Manager.
- Promote and adhere to safety protocols at all job sites.
- Perform additional related duties as assigned.

Qualifications & Desired Skills:

- Strong analytical skills with the ability to read and interpret blueprints, control schematics, and technical manuals.
- Exceptional customer service skills with a commitment to exceeding client expectations.
- Self-motivated and able to work both independently and collaboratively to ensure project success.
- Strong interpersonal skills with the ability to work under pressure and represent the company professionally.
- Experience with the installation, commissioning, or programming of BAS related to HVAC and power monitoring systems.
- Associate or Bachelor's degree in a relevant technology field is preferred. Equivalent technical training (e.g., military or on-the-job experience) will be considered.
- Proficiency in Microsoft Office Suite and familiarity with PC operating systems.
- Experience using electrical test instruments (e.g., voltmeters, ammeters).
- Ability to troubleshoot basic electrical and electromechanical systems and interpret related diagrams.

Physical Requirements:

- Ability to lift and carry tools, ladders, drawings, and equipment (up to 50 lbs regularly).
- Capable of standing and walking for extended periods, climbing stairs/ladders, and working in tight or elevated spaces.
- Valid driver's license and an acceptable driving record in compliance with company vehicle policy.