

## UNIVERSITY OF SOUTH AFRICA

**DEPARTMENT: OPERATIONS AND FACILITIES**  
**DIRECTORATE: UNIVERSITY ESTATES**  
**HVAC TECHNICIAN P8 X2 / FLORIDA AND MUCKLECK CAMPUS**  
**(Ref: Bushy Motedi 2025)**

### **Purpose**

To ensure that all cooling and heating apparatus on Florida Science Campus and South Gauteng Region or Muckleneuk, Pretoria, SBL and Regional Campuses function optimally within norms prescribed by the manufacturers of the heating, ventilation and Air-conditioning equipment.

### **Requirements**

Red Seal Qualification/ Millwright ACRICSA with Competency certificate (Scarce skill) and **A valid Driver's Licence.**

Minimum of National (N6) Technical diploma in Mechanical Engineering with trade test certificate **OR**

N3 and completed apprenticeship as an Air-Conditioning Technician, Trade test certificate and registered with SAQCC / SARACCA **and Driver s' Licence.**

### **Experience**

Minimum of 4 years Industrial air conditioning systems, Building Management Systems (BMS) including Metasys and Johnsons control systems.

### **Knowledge, skills and capabilities**

**Mechanical:** Knowledge of machines and tools, including their designs, uses, benefits, repair, and maintenance

**Design:** Knowledge of design techniques, principles, tools and instruments involved in the production and use of precision technical plans, blueprints, drawings and models.

**Engineering and Technology:** Knowledge of equipment, tools, mechanical devices, and their uses to produce motion, light, power, technology, and other applications

**Computers and Electronics:** Knowledge of electric circuit boards, processors, chips, and computer hardware and software, including applications and programming.

**Law, Government and Jurisprudence:** Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process.

**Repairing:** Repairing machines or systems using the needed tools

**Operation Monitoring:** Watching gauges, dials, or other indicators to make sure a machine is working properly

**Troubleshooting:** Determining what is causing an operating error and deciding what to do about it

**Installation:** Installing equipment, machines, wiring, or programs to meet specifications.

**Manual Dexterity:** The ability to quickly make coordinated movements of one hand, a hand together with its arm, or two hands to grasp, manipulate, or assemble objects.

**Wrist-Finger Speed:** The ability to make fast, simple, repeated movements of the fingers, hands, and wrists

**Arm-Hand Steadiness:** The ability to keep the hand and arm steady while making an arm movement or while holding the arm and hand in one position.

**Visual Colour Discrimination:** The ability to match or detect differences between colours, including shades of colour and brightness.

## **Abilities**

**Oral comprehension-** The ability to listen and understand ideas and information presented through spoken words and sentences.

**Oral expression-** The ability to communicate information and speaking ideas to others will understand.

**Speech recognition-** The ability to identify and understand the speech of another person.

**Deductive reasoning-**The ability to apply general rules to specific problems to produce answers that make sense.

**Problem sensitivity-** The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognising there is a problem.

## **Duties**

- Maintenance operation, monitoring and programming of operational management systems.
- Monitor BMS performance and develop and provide management information report.
- Develop inspection sheet, conduct inspections at required intervals on all HVAC related equipment and keep record.

- Conduct tests on cooling apparatus and read drawings in order to trace faults.
- Conduct fault finding, repair faults and identify work allocated
- Maintenance operation, monitoring and programming of operational and management systems.
- Identify and define improvement projects e.g. power saving, BMS processes.
- Monitor contractor/supplier performance through Service Level agreements
- Training and development of junior Air conditioning Technicians.
- Monitors performance of assistant and conduct assessment

**Assumption of duty** : As soon as possible.

**Salary** : Remuneration is commensurate with the seniority of the position

**Closing date** **6 June 2025**

**Enquiries** : (012) 429 4803 Mr Bushy Motedi (HR Staffing)

- The completed prescribed application form (HR-PA 001) must be accompanied BY COMPREHENSIVE CURRICULUM VITAE and ORIGINAL certified copies (within the previous six months) of;
- all educational qualifications,
- identity document; and
- proof of SAQA verification of foreign qualifications (if applicable)
- UNISA reserves the right to authenticate all qualifications without any further consent from the applicant.
- The contact details of three contactable references must be provided, one of which must be from your present line manager.
- The prescribed application form is obtainable from Unisa *Intranet-Human Resources-Forms*
- Late, incomplete and incorrect applications will not be considered.
- *Appointments will be made in accordance with Unisa 's Employment Equity Plan and other applicable legislation.*

**We welcome applications from Persons with**  
**Disabilities** ☐

**Applications must be submitted in an envelope clearly marked with the name of the relevant College and/or Department, the position applied for and the reference number of the position. If you apply for more than one position, each application must be in a separate envelope.**

**Applications must be emailed to [bmothedi@unisa.ac.za](mailto:bmothedi@unisa.ac.za) HR: Staffing.**

**All applications should reach UNISA before 16h00 on the closing date.**

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Correspondence will be limited to short-listed candidates only. If you have not been contacted within two months after closing date of this advertisement, please accept that your application was not successful.