THE CITY UNIVERSITY OF NEW YORK
Classified Civil Service Position Description

Title Supervisor Thermostat Repairer

Title Codes 91964

FLSA Status Non-Exempt

Date Issued August 26, 1998

General Duties and Responsibilities

Under direction, supervises Thermostat Repairers and other assigned personnel in the installation, repair, replacement, maintenance and testing of various types of thermostats and related equipment used for the control of heating, ventilation and air conditions systems: performs related work.

Qualification Requirements

1. Open to each employee of all affected City agencies who on the day of the written test:
   - is permanently employed in the title of Thermostat Repairer and
   - is not otherwise ineligible.

2. Undergo a background check, including a fingerprint screening and verification of education and work history.

Direct Lines of Promotion

From: To:

General Work Tasks

- Supervises and is responsible for the work of thermostat repairers and other assigned personnel.
- Prepares work schedules and work assignments.
- Prepares job orders and requisitions for tools, equipment and materials.
- Makes inspections of equipment in order to determine required repairs and maintenance.
- Checks work progress.
- Keeps records and makes reports.