

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Job Title: Foreman – Motors/Refrigeration

Pay Table: Support

Pay Grade: 17

FLSA Status: TBD

Job Code: 608

Reports to: Maintenance Coordinator

JOB SUMMARY

Under the direction of the maintenance coordinator, the refrigeration/kitchen equipment/appliances foreman supervises the refrigeration employees and installs, maintains, and repairs refrigeration units. Also supervises kitchen equipment/appliance employees and installs, maintains, and repairs kitchen equipment and appliances.

ESSENTIAL JOB FUNCTIONS

- Installs, maintains, troubleshoots, and repairs refrigeration units, including refrigerators, freezers, milk coolers, ice machines, and refrigerated water fountains.
- Installs, maintains, troubleshoots, and repairs kitchen equipment, including steamers, ovens, etc.
- Supervises repairs of custodial equipment, including vacuums, floor equipment, washers/dryers, etc.
- Plans for completion of tasks, calculating the material, labor, and equipment necessary.
- Supervises and motivates workers that report to him/her.
- Maintains and monitors safe working conditions for department employees.
- Orders parts and equipment.
- Troubleshoots and maintains convection ovens and garbage disposals.
- Responds to emergency after-hours calls.

MINIMUM REQUIREMENTS

- One (1) year of related technical school training or formal apprenticeship preferred.
- Four (4) years of experience related to the above tasks, knowledge, skills and abilities or an equivalent combination of education and experience.
- Driver's license.
- Freon certification

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to read, write and perform basic mathematical calculations.
- Knowledge of electric motors, fans, and refrigeration unit repair and operations.
- Knowledge of safety procedures and regulations.
- Ability to install, troubleshoot, maintain, and repair electric motors, fans, and refrigeration units.
- Ability to read wiring diagrams and schematic prints.
- Ability to use necessary related tools and test equipment.
- Ability to use and recover Freon properly.
- Ability to operate welding and soldering equipment properly.
- Knowledge of material safety data sheets (MSDS) preferred.

PHYSICAL DEMANDS

Heavy work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. The work also requires the following physical abilities in order to perform the essential job functions: balancing, climbing, crawling, crouching, feeling, fingering, grasping, handling, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, visual acuity and walking.

WORKING CONDITIONS

Employees in this position work in a dynamic environment that requires me to be sensitive to change and responsive to changing goals, priorities, and needs.

The Davis School District has the right to revise this position description at any time.