

Job Title: Heating Ventilating Air Conditioning and Medium/Low Temperature Technician Non-Exempt

Reports to: Director of Support Services
HVAC Foreman

Dept./School: Support Services

Primary Purpose:

Install and repair all HVAC and med/low temperature equipment in White Settlement Independent School District facilities to conform to national and city building codes. Inspect all equipment for safety operations for the safety of students and district employees. Perform in a workmanlike manner.

Qualifications:

Education/Certification:

High school graduate or equivalent

Certification is not a job requirement at this time, but possibly will be required at a later date

Special Knowledge/Skills:

Alternatives to the above qualifications which the administration may find appropriate and acceptable

Minimum Experience:

Experience in major aspects of heating, ventilating, air conditioning and low temperature installations and repairs

Fifteen years experience in HVAC trades

Major Responsibilities and Duties:

1. Be on 24-hour emergency call (staying within a 30-minute response time when on 24-hour call).
2. Ensure the maintenance and repair of all school district HVAC and M/LT equipment.
3. Respond to the emergency paging system as appropriate.

4. Perform other tasks as assigned and assume such other responsibilities as may, from time to time, be assigned.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Signature: _____ **Date:** _____