

COLTON JOINT UNIFIED SCHOOL DISTRICT

CLASS TITLE: HVAC&R TECHNICIAN

BASIC FUNCTION:

Under the direction of an assigned supervisor, perform skilled heating, ventilation, air conditioning and refrigeration (HVAC&R) maintenance and repair of equipment and systems at various District buildings and facilities independently or on an assigned crew.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Perform skilled HVAC&R maintenance and repair of equipment and systems at various District buildings and facilities independently or on an assigned crew.

Repair, adjust and perform preventative maintenance on heating and air conditioning equipment to assure proper operation; change air filters periodically and replace worn pulleys and belts as necessary; remove and replace water heaters and related equipment.

Program, inspect, repair, troubleshoot and service refrigeration, heating and air conditioning equipment and systems including electronic circuit boards and ventilation associated with air conditioning, heating and make up air systems; test joints and insulate pipes pertaining to refrigeration, heating or air conditioning systems.

Operate, configure and maintain the District's computerized Energy Management Systems (EMS's) to assure smooth, efficient and effective energy use and allocation; install and maintain low voltage central sensors, circuits and thermistors; modify system settings and utilize system tools and controls to troubleshoot and diagnose system malfunctions; set schedules; test EMS's to assure proper settings.

Troubleshoot, maintain and service various types of commercial kitchen food handling, preparation, packaging, storage equipment and ancillary plumbing, electrical, heating and refrigeration systems including conventional ovens, ranges, warmers, steam tables, walk-in refrigerators/freezers, ice machines, dishwasher, booster heater, water heaters, and other kitchen equipment as assigned; assure safe and proper working condition of kitchen equipment.

Operate electronic test equipment including multi meters and amp probes; operate refrigerant recovery machines, indoor air test and analysis equipment and oxygen- acetylene welding equipment; operate a variety of other specialized equipment, hand and power tools related to the HVAC&R trade; repair, maintain and assure equipment is in safe and proper working condition; drive a vehicle to various work sites.

Install, replace and repair valves, fans, motors, gaskets, filters, belts, fuses, controls, thermostats, switches, gauges, tubing and pipes associated with HVAC&R systems.

Fabricate, repair and install duct work and associated air handling systems.

Connect electric motors to control panels and control panels to power source.

Plan, organize and lay out assigned tasks; interpret plans, diagrams, blue prints, sketches and specifications; work from verbal and written instructions and work orders.

Estimate labor, material and equipment needed for assigned projects; monitor inventory levels of materials and equipment; request, receive and maintain inventory of materials and equipment as needed.

Communicate with other personnel and various outside agencies to exchange information and resolve issues or concerns.

Prepare and maintain a variety of records related to assigned activities.

OTHER DUTIES:

Assist other maintenance personnel with projects or work assignments as directed.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

Methods, procedures, equipment and materials used in the installation, maintenance and repair of heating, ventilation, air conditioning and refrigeration systems and equipment.

Electrical, pipe fitting and sheet metal work pertaining to HVAC&R systems, including kitchen equipment and make up air systems.

Operation, configuration and maintenance of the District's EMS's.

Building codes related to the HVAC & R trade.

Shop math applicable to the building trades.

Technical aspects of the HVAC&R trade.

Refrigeration and electrical theory.

Computers and accessories operation.

ABILITY TO:

Perform skilled HVAC&R work, including repair of kitchen equipment and electrical work.

Read diagrams, blueprints, plans, schematics and specification.

Troubleshoot and diagnose HVAC and refrigeration device system and equipment malfunctions.

Operate and maintain tools, equipment and machinery used in the HVAC&R trade including the District's EMS's.

Observe health and safety regulations and procedures.

Replace defective parts and components as necessary.

Communicate effectively both orally and in writing.

Understand and follow oral and written directions.

Work independently with little direction.

Work cooperatively with others.

EDUCATION AND EXPERIENCE:

Education: Graduation from high school or equivalent. Supplemental college level coursework in HVAC&R is desired.

Experience: Three years of experience in the HVAC&R trade.

Any combination of training and/or experience that would likely provide the required knowledge and abilities may be considered.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

Valid Universal Recovery and Retrieval Certificate issued by the Environmental Protection Agency.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment.

Subject to noise from equipment operation.

Regular exposure to fumes, dust, dirt, oil/grease.

Driving a vehicle to conduct work.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate a variety of specialized equipment and tools.

Seeing to observe needed and completed repairs.

Climbing ladders and working from heights.

Reaching overhead, above the shoulders and horizontally.

Standing for extended periods of time.

Walking over rough or uneven surfaces.

Lifting, carrying, pushing or pulling heavy objects.

Bending at the waist, kneeling or crouching.

HAZARDS:

Working in a cramped or restrictive work chamber.

Working with power saws and flying debris.

Working at heights on ladders or scaffolding.

Working with electrical power supply.