

Job Title:	Commercial Kitchen Appliance Technician	Job Code:	090317
Job Family:	Trades	FLSA Status:	Non-Exempt
Pay Program:	Classified	Shift Differential:	Yes
Typical Work Year:	12 Months	Pay Range:	G25

SUMMARY: Responsible for overseeing maintaining, repairing and replacing commercial kitchen appliances

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Job Tasks Descriptions	Frequency	% of Time
1. Analyze and troubleshoot issues in kitchen appliance equipment. Performing installations, rebuilds, adjustments, and replacements to ensure proper operation. Conduct regular safety inspections and maintenance checks to ensure equipment meets safety standards. Duties involve working with various kitchen appliances including steamers, convection ovens, dishwashers, booster heaters, and warmers, exhaust hoods, serving lines, and ice machines, as well as handling components such as bearings, motors, heat exchangers, boilers, exhaust systems, and chillers. Oversee and manage the installation and commissioning of new kitchen setups and equipment.	D	50%
2. Responsible for performing major and minor repairs, as well as preventative and corrective maintenance, on kitchen equipment and commercial kitchen appliances. This includes repairing and maintaining all low voltage, equipment voltage, and control voltage systems. The technician must coordinate and prioritize repair tasks to ensure timely responses and minimize downtime. Additionally, the role involves responding to emergencies within the building during scheduled hours.	D	30%
3. Participate in formal procurement processes for large kitchen equipment and small wares as needed. Perform site visits prior to procurement process to ensure accurate equipment are met, partner with additional trades to ensure electrical and plumbing requirements are met, district energy protocols are followed, and provide equipment spec recommendations.	D	5%
4. Order and maintain inventory of appliance parts as needed. Adhere to budget constraints, ensuring cost-effective maintenance and procurement practices, following all state and federal procurement processes for acquiring parts. Track work orders using district approved software and communicate equipment repair status and/or replacement costs to appropriate personnel as needed.	D	5%
5. Responsible for attending new equipment training. Train staff and demonstrate proper safe use and operation of equipment to staff. Identify and correct unsafe conditions and practices. Identify, document and notify supervisors of damage, abuse and negligent use of equipment.	W	5%
6. Assist in management of warranties.	M	3%
7. Perform other duties as assigned.	Ongoing	2%
	TOTAL =	100%

EDUCATION AND RELATED WORK EXPERIENCE:

- High school diploma or equivalent.
- Courses in kitchen commercial appliance repair and preventative maintenance preferred.
- Minimum of five (5) years of similar or relevant experience required.
- EPS-C.F.C. approved universal certificate. Formal training in commercial refrigeration preferred.

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Criminal background check required for hire.
- Valid Colorado driver’s license.
- A copy of an individual Motor Vehicle Record must be submitted at time of application.
- Successful completion of a post-offer physical examination is required prior to commencement of job duties.
- E.P.A. /C.F.C. Certification.

TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Advanced troubleshooting and repair of commercial kitchen systems and HVAC/R systems is required.
- Knowledge of equipment used in the district kitchens, i.e. hoods, ice machines, dish machines, gas and electric steamers, ranges, convection ovens, hot cabinets commercial walk-in and reach-in freezers and coolers etc. Advanced knowledge of HVAC/R systems and component level diagnostic skills.
- Ability to demonstrate proper safe use of equipment to staff.
- Knowledge to operate commercial kitchen equipment.
- Read and understand Health Department regulations.
- Ability to prioritize tasks, train and instruct.
- Advanced mechanical skills and ability to read and understand blueprints, schematics, O/M manuals and interpret internal system pressure.
- Ability to stay current with district policy, standards and training in the areas of data quality, data privacy, and cyber-security with respect to student and staff data, and related information systems.
- Knowledge of commercial refrigeration preferred.
- Knowledge of 460 volt, AC circuit and advanced troubleshooting skills preferred at hire.
- Critical thinking and problem solving skills.
- Ability to promote and follow Board of Education policies, District Policies and building and department procedures.
- Ability to engage in effective communication, collaboration, and teamwork with individuals from diverse backgrounds, cultures, and perspectives, while demonstrating respect and appreciation for their differences.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator.
- Ability to develop PM programs based on industry and manufacturer standards.

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Operating knowledge of and experience with personal computers, computerized maintenance software and peripherals.
- Operating knowledge of and experience with typical office equipment, such as telephones, copier, fax machine, E-mail, etc.
- Operating knowledge of district information technology systems and any other department specific software and equipment required within 2 months after entering position.
- Operating knowledge of basic hand tools and other specialized commercial kitchen and HVAC system tools.
- Operating knowledge of refrigerant recovery equipment, vacuum pump, gauges, scales electronic leak detectors, preferred.
- Operating knowledge of digital meters, amp probes, digital thermostats and manometer, computerized air quality meters, DDC controls and computer control systems preferred.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE	JOB CODE
Reports to:	Manager, Maintenance Services	04071

	POSITION TITLE	# of EMPLOYEES	JOB CODE
Direct reports:	This job has no direct supervisory responsibilities.		

BUDGET AND/OR RESOURCE RESPONSIBILITY:

- Document purchases made on district credit card for department. Work within prescribed budget.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS: *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand				X
Walk				X
Sit		X		
Use hands and fingers to handle and/or feel			X	
Reach with hands and arms			X	
Climb or balance			X	
Stoop, kneel, crouch, or crawl				X
Talk				X
Hear				X
Taste	X			
Smell		X		

WEIGHT and FORCE DEMANDS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
11 to 25 pounds				X
26 to 50 pounds				X
51 to 100 pounds	X			
More than 100 pounds	X			

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze				X
Communicate			X	
Copy		X		
Coordinate				X
Instruct		X		
Compute			X	
Synthesize		X		
Evaluate		X		
Interpersonal Skills				X
Compile				X
Negotiate		X		

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)		X		
Work near moving mechanical parts				X
Work in high, precarious places			X	
Fumes or airborne particles				X
Toxic or caustic chemicals			X	
Outdoor weather conditions				X
Extreme cold (non-weather)		X		
Extreme heat (non-weather)			X	
Risk of electrical shock		X		
Work with explosives	X			
Risk of radiation	X			
Vibration		X		

VISION DEMANDS:	Required
No special vision requirements.	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	X
Peripheral vision	X
Depth perception	X
Ability to adjust focus	X

NOISE LEVEL:	Exposure Level
Very quiet	
Quiet	
Moderate	
Loud	X
Very Loud	