

MERCED CITY SCHOOL DISTRICT

CLASS TITLE: SKILLED MAINTENANCE TECHNICIAN – HVAC

BASIC FUNCTION:

Under the direction of the Supervisor of Maintenance/Operations, perform skilled installation, maintenance and repair to District buildings, perform a variety of skilled tasks in the maintenance and repair of heating, air conditioning and kitchen equipment.

REPRESENTATIVE DUTIES:

Install, repair and service all heating and air conditioning units. *E*

Apply the principal methods, materials and equipment used in the installation and maintenance of heating and air conditioning systems. *E*

Service and repair all kitchen equipment, including walk-in refrigerators, freezers, stoves, dishwashers, mixers and other appliances to maintain safety and operating efficiency. *E*

Perform preventive maintenance, troubleshoot, diagnose and repair a variety of equipment. *E*

Cutting, welding, soldering and brazing pipe and other metals. *E*

Freon recovery and recycle to EPA specification. *E*

Replace electrical motors, contacts, relays low to high voltage. *E*

Maintain and repair packaging equipment. *E*

Repair and maintain water coolers. *E*

Repair and maintain ventilation systems. *E*

Perform installation, troubleshooting and repair to electrical fixtures, equipment, systems and other installations; assure completed work is done according to established Uniform Building Codes. *E*

Install and repair water lines, natural gas lines and other plumbing fixtures according to established Uniform Plumbing codes; cut, bend, thread and install pipes for gas lines, plumbing fixtures; perform welding to fittings. *E*

Install, repair, troubleshoot, adjust and perform preventive maintenance on heating and air conditioning equipment; change air conditioning systems with refrigerant gas to assure

proper operation; remove and replace air conditioning compressors, pumps, pump bearing assemblies, couplings, motor belts and other accessories. *E*

Change air filters and replace worn pulleys and belts as necessary; replace fan blades and lubricate motors and bearings. *E*

Repair and replace pipes, valves and fittings, and other plumbing fixtures; pack faucets and replace washers; clean and remove obstructions in water and sewer systems. *E*

Operate a variety of specialized equipment, and hand and power tools related to work performed or assigned; repair, maintain and assure equipment is in safe and proper working condition; drive a District vehicle to various work sites. *E*

Prepare and maintain a variety of records related to work performed, supplies and materials and others. *E*

Assist other maintenance personnel with daily work assignments as directed.

Works collaboratively and cooperatively with management, other employees, vendors and the public as a representative of the District.

Perform related duties as assigned.

The employee is to adhere to federal and state regulations, Board policies, and related administrative regulations which pertain to the particular assignment.

The Skilled Maintenance Technician works under the direct supervision of the supervisor of Maintenance and Operations (or designee). May be required to exercise minimal supervision of other maintenance employees assigned to work with him/her at various times.

MINIMUM QUALIFICATIONS:

KNOWLEDGE OF:

E.P.A Certification

3-5 years in the field in medium to heavy commercial HVAC

Minimum of 20 – 25 college units or trade school

Require understanding of Electrical, pneumatic, schematic or blue prints

Operation and use of hand and power tools and equipment.

Record-keeping techniques.

Health and safety regulations and procedures.

Proper methods of storing equipment, materials and supplies.

ABILITY TO:

Estimate materials and supply needs.

Operate, adjust and service specialized equipment used in the basic trade.

Operate a vehicle and a wide variety of power equipment and hand tools related to the building trades.

Maintain routine records related to work performed.

Work from blueprints, shop drawings and sketches.

Order parts and supplies according to established guidelines.

Prioritize and schedule work.

Work independently with little direction.
Read, interpret, apply and explain rules, regulations, policies and procedures.
Maintain current knowledge of technological advances in the field.

Observe legal and defensive driving practices.

EDUCATION AND EXPERIENCE:

Graduation from high school or equivalent, 3-5 years experience in HVAC and/or 20-25 HVAC college units. EPA Certification.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment; subject to noise from equipment operation; regular exposure to fumes, dust, dirt, oil/grease; subject to driving a vehicle to conduct work.

PHYSICAL ABILITIES:

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 and horizontally; standing for extended periods of time; walking over rough or uneven surfaces; lifting heavy objects; bending at the waist; kneeling or crouching. Abilities to climb or scale up a ladder with 20lb tool bag or 30lb freon tank, and any tool or equipment needed.

HAZARDS:

Vapors from paints and solvents; 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.

This position complies with the rules and regulations of the Americans with Disabilities Act (ADA)