

AIR CONDITIONING/HEATING/VENTILATION TECHNICIAN

DEFINITION

Under direction from the Maintenance Supervisor to perform skilled work in installing, repairing, and maintaining refrigeration, heating, ventilation, and air conditioning equipment and system; to perform semi-skilled and skilled duties in other maintenance trade areas; and to do other related work as required.

ESSENTIAL DUTIES

- Inspect, repair, maintain, and service refrigeration, heating, ventilation, and air conditioning equipment and systems.
- Install
 - Fabricate, repair, and install duct work and covers.
 - Connect motors to control panels and control panels to power sources.
 - Adjust valves, thermostats, fans, and controllers.
 - Test for defective parts and malfunctions.
 - Inspect refrigeration, ventilation, heating, and air conditioning units and replace transformers, valves, pressure regulators, and pumps.
 - Plan, organize, and lay out assigned skilled tasks.
 - Estimate labor and material project costs.
 - Maintain a variety of preventive maintenance records according to title 8 and the South Coast Air Quality regulations # 1415.
 - Coordinate, organize and direct the work of other assisting maintenance personnel.
 - Drive a service vehicle to and from work sites.

QUALIFICATIONS

Knowledge of

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Methods, materials, tools, and equipment used in the maintenance and repair of refrigeration, ventilation, heating, and air conditioning equipment;
Building codes, policies, regulations, and guidelines pertaining to typical school district refrigeration, ventilation, heating and large air conditioning systems, E.M.S and V.V.T. systems;
Safe working methods and procedures, OSHA and South Coast Air Quality regulations.

Ability to:

Skillfully repair, maintain, and overhaul refrigeration, ventilation, heating, and air conditioning equipment;
Work from blueprints, shop drawing, sketches, manuals, and diagrams;
Effectively and efficiently plan, lay out and coordinate the work of others;
Accurately estimate labor and material costs;
Maintain simple records/HVAC Logs, and prepare complete and concise operational reports;
Understand and carry out oral and written directions;
Establish and maintain cooperative working relationships.

PHYSICAL DEMANDS

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions:

- Persons performing service in this position classification will exert 75 to 100 pounds of force to lift, carry, push, pull, or otherwise move objects.
- This type of work may involve ascending and descending ladders, stairs, scaffolding, and ramps, and will involve walking or standing for extended periods.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate equipment and use hand tools, and handle and work with various materials and objects are important aspects of this job.
- Exposure to hot, cold, wet, humid, or windy conditions caused by weather may occasionally be experienced.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the required knowledge and skills would be:

Experience: Fours years of experience as a journey level air conditioning and heating maintenance technician in the commercial or industrial field.

Education: Verification of a High School diploma, a GED certificate, or a higher degree, supplemented by training or course work in the maintenance and repair of modern refrigeration, ventilation, heating, and commercial air conditioning equipment.

License Requirement: Possession of a valid California Motor Vehicle Operator's License

Condition of Employment: Insurability by the District's liability insu(nt)-9.96 0 2 364.32 Tm ()Tj EMC 24(ent)-1(a1)/e