

MODESTO CITY SCHOOLS

Job Description

JC# 1767

HEATING/VENTILATING/AIR CONDITIONING (HVAC) REPAIRER

OVERALL RESPONSIBILITY

Under general supervision, perform a wide variety of skilled work in the installation, maintenance, and repair of energy management systems, heating, ventilating and air conditioning equipment.

SPECIFIC RESPONSIBILITIES

1. Install, service, inspect for safe operation and repair varied heating, refrigeration, air conditioning, chlorine and energy management systems (e.g. boilers, heaters, heat exchangers, air handlers, sump pumps, ventilating equipment, stoves, refrigerators, dishwashers, chiller systems, pneumatic air compressors, automatic pool filters). *E*
2. Disassemble, repair and/or replace inoperative parts. *E*
3. Locate and repair gas leaks and/or equipment control malfunctions. *E*
4. Measure, cut, thread, weld and fit pipes. *E*
5. Install, maintain and repair electric and electronic controls. *E*
6. Prepare labor and material estimates. *E*
7. General plumbing repair and maintenance. *E*
8. Operate and maintain power and hand tools. *E*
9. Keep necessary records (e.g. time, labor, materials expended per job, requisition materials needed for jobs, budget documents, etc.). *E*
10. Lead the work of helper(s). *E*
11. Adhere to State, County, and District safety codes and procedures. *E*
12. Attend Modesto City Schools' asbestos training program within the first sixty (60) days of employment. *E*
13. Wear Modesto City Schools' identification during assigned work hours (e.g., badge or Modesto City Schools' shirt). *E*
14. Wear Personal Protective Equipment (PPE) (e.g., apron, breathing apparatus, face protector, shoes, eye goggles, protective coveralls, and hearing protectors) as directed. *E*
15. Maintain a valid California Driver's License and an EPA Refrigerant Certificate (EPA Title 6, Section 608). *E*
16. Maintain participation in CA DMV Assessment System/Automatic Pull Program. *E*
17. Obtain a valid Department of Transportation Powered Industrial Truck Operator's Permit within the first sixty (60) days of employment and maintain the permit thereafter. *E*
18. Utilize technology as appropriate to the position.
19. Effectively communicate and maintain cooperative relationships with those contacted in the course of work.
20. Perform other related duties as assigned.

HEATING/VENTILATING/AIR CONDITIONING (HVAC) REPAIRER (continued)

SALARY

Classified Unit Salary Schedule

QUALIFICATIONS

Knowledge/Ability

Minimum Requirements:

- Knowledge of and ability to use electrical testing equipment.
- Knowledge of the dangers of hazardous materials and ability to take appropriate action to prevent injury to self and others.
- Knowledge of heating, ventilating and air conditioning equipment safety practices and procedures.
- Knowledge of and ability to use materials, tools and methods used in heating, ventilating and air conditioning repair work.
- Knowledge of State and County heating, ventilating and air conditioning equipment codes.
- Knowledge of heating, ventilating and air conditioning equipment troubleshooting techniques.
- Knowledge of and ability to perform data entry functions.
- Ability to repair electronic control devices in heating, ventilating and air conditioning equipment.
- Ability to understand and implement oral directions and directions written in English.
- Ability to work according to plans and specifications.
- Ability to perform basic arithmetic calculations with speed and accuracy.
- Ability to make time, labor and material estimates.
- Ability to work from blueprints in installing or remodeling.

Experience

Minimum Requirement:

- Four (4) years experience as a heating, ventilating and air conditioning equipment repair person or forty-eight (48) months experience as a heating, ventilating and air conditioning equipment repair person acquired through an accredited apprenticeship program, skill training program or general heating, ventilating and air conditioning experience.

Education

Minimum Requirement:

- Graduation from high school or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.

License(s)/Certificate(s)/Permit(s)

- Valid California Driver's License.
- Valid EPA Refrigerant Certificate (EPA Title 6, Section 608).
- Department of Transportation Powered Industrial Truck Operator's Permit to be obtained within the first sixty (60) days of employment.
- Must provide a DMV printout within five (5) work days of offer of employment.

Physical Characteristics

With or Without the Use of Aids:

- Sufficient vision to read diagrams, blueprints, and printed material. Sufficient color acuity.
- Sufficient hearing to hear audio malfunctions, detect gas leaks and diagnose equipment malfunctions.
- Sufficient hearing to hear work area noise and normal conversation in person and on the telephone.
- Ability to speak in a normal voice to be able to be heard and understood on the telephone and at the work site.
- Ability to reach horizontally and vertically with arms. Sufficient dexterity to operate hand and power tools requiring strength and coordination, manipulate small objects, print or write legibly, operate precision tools, and make minute repairs.

HEATING/VENTILATING/AIR CONDITIONING (HVAC) REPAIRER (continued)

QUALIFICATIONS (continued)

Physical Characteristics (continued)

With or Without the Use of Aids:

Sufficient physical ability, strength, mobility, and stamina to drive a vehicle, climb ladders, crawl under buildings, bend, stretch, stand, kneel, walk, stoop, crawl, and extend legs. Sufficient physical ability, strength, mobility, and stamina to perform heavy physical labor in hot, cold and inclement weather conditions. Sufficient physical ability, strength, balance, and tolerance of heights to work on rooftops, scaffolds, and ladders at heights up to 50 feet. Sufficient physical ability, strength, mobility and stamina to lift, carry, push or pull objects which may frequently exceed 75 pounds in a series of functional tests which clearly simulates the work environment. Sufficient physical ability, mobility and stamina to work in small spaces with arms extended.

Physical tolerance to chemical odors, paint spray, and chemicals.

Pre-Employment Physical Examination

A physical and tuberculosis examination is required as a condition of employment.

Examinations shall be administered by a District provider and be at the District's expense. Individuals must evidence ability to perform physical requirements of position and test negative for tuberculosis.

REPORTS TO:

Senior Director, Maintenance and Operations or designee.

Board Approved: 7/1/96

Reclassification/Equity Adjustment Review Committee Revised and Approved: 2/27/19