



MAINTENANCE TECHNICIAN VI-HVAC/NUTRITION SERVICES

DEFINITION:

Under the supervision of the assigned supervisor, leads and performs a variety of skilled and semi-skilled tasks involving the maintenance, repair and installation of heating, ventilation, air conditioning (HVAC) and refrigeration systems for designated District schools, buildings and facilities; trains and provides work direction and guidance to assigned personnel.

DISTINGUISHING CHARACTERISTICS

The Maintenance Technician VI classification serves as the senior technician who can oversee special projects. Incumbents may serve as the backup Foreman and typically have six years of journey-level experience in a specific trade and/or have completed an approved apprenticeship program in a specific trade. The Maintenance Technician III- classification is an entry-level position in the Maintenance Technician series. Incumbents work independently and perform a variety of duties. Incumbents have at least two years general maintenance experience. The Maintenance Technician IV is an intermediate journey-level classification in the Maintenance Technician series. Incumbents have completed an approved apprenticeship program in a specific trade. Incumbents are expected to have four years of journey-level experience. The Maintenance Technician V has a higher degree of journey level skills than entry level positions in the series and incumbents have five years of journey-level experience.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Leads and performs skilled mechanical maintenance work in the repair, installation and alteration of heating, ventilating and refrigeration systems and related equipment and facilities.
- Installs, services, maintains, troubleshoots and repairs heating, ventilation, air conditioning and refrigeration systems and equipment; diagnoses malfunctions and determines repair needs; inspects and performs tests on systems and equipment to identify defective parts and assure proper functioning.
- Installs, adjusts, replaces and repairs various HVAC & R parts such as belts, services motors, controls, and refrigerant systems, valves, fans, motors, gaskets, filters, relays, thermostats, switches, gauges, tubing, pumps and pipes; cuts, bends and joins tubing and pipes.
- Adjusts, repairs and replaces ducting and air conditioning systems; repairs leaks and replenish freon as needed; services heating systems according to established guidelines; lights pilots; cleans out vents; inspects, maintains, operates and repairs pneumatic and electrical thermostats and control systems.
- Train and provide work direction and guidance to assigned personnel; assign employee duties and review work for accuracy, completeness and compliance with established standards and procedures.
- Analyzes energy usage, monitors progress and recommends solutions to energy management problems.
- Performs preventive maintenance tasks on assigned equipment.
- Estimates labor, material and equipment needed for assigned projects; monitors inventory levels of materials and equipment; orders, receives and maintains inventory of materials and equipment as needed.
- Plans, organizes and lays out assigned tasks; interprets HVAC & R plans, diagrams, blue prints, sketches and specifications; works from verbal and written instructions and work orders.
- Performs a variety of other skilled and semi-skilled tasks as needed.
- Operates and maintains specialized equipment including pumps, gauges, welding equipment, meters and a variety of hand and power tools; drives a vehicle to conduct work.
- Maintains various records related to work orders and assigned activities.
- Maintains shop and work areas in a safe, clean and orderly condition.

QUALIFICATIONS GUIDE**Knowledge of:**

- Electrical methods, principles and practices related to buildings; knowledge of kitchen appliance repair, electric motors, pumps, compressors, electrical, refrigeration, heating and plumbing systems.
- Methods, materials, tools and equipment used in the maintenance and repair of Nutrition Services/HVAC equipment.
- Safety procedures and practices relating to work in and around Nutrition Services areas.
- Methods, materials and equipment common to the HVAC trade.
- Organizational ventilation, heating and air conditioning systems.
- Health and safety regulations.
- Operation and maintenance of tools, equipment and machinery used in HVAC & R maintenance and repair.
- Building codes related to the HVAC & R trade.
- Proper methods of storing equipment, materials and supplies.
- Technical aspects of the HVAC & R trade.
- Pneumatic and electrical control systems.
- Oral and written communication skills.
- Record-keeping techniques.
- Basic arithmetic

Ability to:

- Lead and perform skilled and semi-skilled work in the inspection, servicing, installation, maintenance and repair of heating, ventilation, air conditioning and refrigeration systems for designated schools, buildings and facilities.
- Troubleshoot and diagnose HVAC & R device, system and equipment malfunctions.
- Maintain, test, and troubleshoot electric motors, pumps, compressors, refrigeration, heater and plumbing systems.
- Utilize required hand and power tools.
- Work from blueprints, shop drawings, sketches, manuals and diagrams.
- Plan and lay out HVAC & R work.
- Operate and maintain tools, equipment and machinery used in the HVAC & R trade.
- Observe health and safety regulations and procedures.
- Replace defective parts and components as necessary.
- Communicate effectively both orally and in writing.
- Meet schedules and time lines.
- Train and provides work direction and guidance to assigned personnel.
- Understand and follow oral and written instructions.
- Work independently with little direction.
- Maintain various records related to work performed.
- Lift heavy objects.
- Estimate time and materials, maintain work records and reports.
- Understand and carry out oral and written instructions.
- Establish and maintain cooperative working relationships.
- Make arithmetic computations with speed and accuracy.

EDUCATION/EXPERIENCE:

Any combination equivalent to: graduation from high school and six years journey-level experience in the maintenance and repair of HVAC systems and equipment and additional two years of demonstrated HVAC ability in job lead role.

LICENSES AND OTHER REQUIREMENTS:

- Valid California Class C driver's license.

PHYSICAL DEMANDS:

The physical demands described here 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.

- Dexterity of hands and fingers to operate specialized equipment and tools.
- Hearing and speaking to exchange information.
- Seeing to read and perform HVAC & R functions.
- Regularly lift and/or move up to 50 pounds; lifting, carrying, pushing or pulling heavy objects up 100 pounds with assistance.
- Reaching overhead, above the shoulders and horizontally.
- Heavy physical labor.
- Bending at the waist, kneeling or crouching.
- Climbing ladders and working from heights.
- Standing for extended periods of time.

WORK ENVIRONMENT:

Indoor/Outdoor environment. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually loud. Hazards include:

- Working around and with machinery having moving parts.
- Exposure to high voltage and electrical shock.
- Working at heights.
- Seasonal heat and cold or adverse weather conditions.
- Exposure to fumes, dust, odors, oil/grease, gases.

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