



REVISED: 07/17/2019  
Submitted: 07/16/2019

JOB TITLE:	TECHNICIAN DIGITAL CONTROL
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB / GRADE 12
WORK YEAR:	260 DAYS
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8372
BARGAINING UNIT:	CLAE

SCOPE OF RESPONSIBILITIES
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Maintains all electronic microprocessor based direct digital controllers (DDC), pneumatic systems, and associated software pertaining to all digital temperature control applications of the school district.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
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Repairs or replaces electronic unitary controllers

Maintains data base files for all unitary control applications throughout the District

Writes unitary controller programs for various HVAC equipment installations and customize existing control applications

Maintains communications software and graphics data bases to remote DDC equipment

Troubleshoots, maintains, repairs all interface devices to the unitary controllers (electronic actuators, temperature sensing thermistors, pressure transducers or humidity sensing devices and relays)

Repairs or replaces all pneumatic thermostats and controllers

Repairs, repacks or replaces all types of temperature control valves

Repairs, replaces and maintains all related ventilation equipment (air handlers, unit ventilators, fan coil units, exhaust fans)

Completes accurate work orders with respect to labor and material used

Completes all trainings and other compliance requirements as assigned and by the designated deadline

Performs other duties as assigned by supervisor

PHYSICAL DEMANDS
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The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull heavy weights. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes and gases.

MINIMUM QUALIFICATIONS
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High School diploma or G.E.D.

A minimum of three years experience in digital and pneumatic control applications

Skill in reading blueprints and temperature control diagrams

Valid Kentucky HVAC Journeyman license

Valid driver's license

Effective communication skills

DESIRABLE QUALIFICATIONS
Autocad (computerized drafting) experience
Advanced training in direct digital control
Experience in a diverse workplace