



NEW: Submitted:
07/01/2019 06/11/2019

JOB TITLE:	LEAD TECHNICIAN
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB, GRADE 13
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8368
BARGAINING UNIT:	CLAE

SCOPE OF RESPONSIBILITIES

Assists the supervisor in planning, organizing and coordinating assigned maintenance activities. Performs maintenance of all steam, hot and chilled water piping, re-tubing boilers, steam kettles and variable pitch fans for all cost centers in the school District.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Assists supervisor in planning, organizing and scheduling HVAC activities

Provides direction and guidance while performing maintenance assignments

Assures safety precautions are observed in and around work area and that all HVAC equipment is operating in an efficient and safe manner

Maintains all pressure vessels (water heaters and boilers) and associated piping and controls

Maintains, repairs and replaces gas, gas/oil or oil fired burners

Maintains, repairs and replaces all electrical/electronic components of heating and air conditioning systems

Maintains, repairs and replaces all chillers and associated piping and controls

Maintains, repairs and replaces all rooftop, central air conditioning units, heat pumps and window type units

Maintains accurate work orders reflecting time and materials used, as well as ensuring accuracy of technicians' work orders

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

Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

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

High school diploma or G.E.D.

Completed an apprenticeship or equivalent training

Five (5) years of experience as a welder or pipe fitter

Valid Kentucky HVAC Master Contractor and Journeyman HVAC Mechanic Licenses

Refrigerant handling certification

Complete and thorough understanding of mechanical systems

Valid driver's license

Effective communication skills

DESIRABLE QUALIFICATIONS
Experience with centrifugal refrigerant machines
Knowledge of state and local heating codes
State Boilers license
Experience in a diverse workplace