



NEW:  
07/01/2012

JOB TITLE:	HVAC GENERAL TECHNICIAN
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB, GRADE 10
WORK YEAR:	260 DAYS
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8346
BARGAINING UNIT:	CLAE

SCOPE OF RESPONSIBILITIES
Services heating, ventilating and air conditioning systems for the school district.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
Maintains, repairs and rebuilds all types of heating, cooling, and domestic hot water pumps
Maintains, repairs and replaces all components of heating and air conditioning equipment
Maintains, repairs and replaces all forced air furnaces and unit heaters
Maintains, repairs and replaces all rooftop, central air conditioning units, heat pumps and window type units
Repairs, replaces and maintains exhaust fans and related ventilating equipment
Installs heating and air conditioning equipment
Replaces motors on unit ventilators, fan coils, and air handling equipment
Checks and maintains water heaters
Completes accurate work orders with respect to labor and material used
Performs other duties as assigned by the 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 technical school training
Three (3) years experience in heating and air conditioning
Ability to read blueprints and electrical wiring diagrams
Complete and thorough understanding of the refrigeration cycle
Valid driver's license
Refrigeration handling certification
Valid Kentucky Journeyman HVAC Apprenticeship License
Effective communication skills

DESIRABLE QUALIFICATIONS
Industrial HVAC (boiler/chiller) experience

Valid Kentucky Journeyman HVAC Apprenticeship License

Knowledge of state and local heating codes