4J SCHOOL DISTRICT

JOB TITLE:	HVAC/HEATING TECHNICIAN	Dot #: 637.261-014
DEPARTMENT:	Facilities Maintenance	
WORK HOURS:	8 hour shift/5 days week; potential for extended hours on emergency call-outs.	
JOB SUMMARY:	·Installs, maintains, and repairs refrigeration, air conditioning, heating systems, and pneumatic and electronic control systems in District buildings. ·Inspect, diagnose, and repair malfunctioning heating, ventilation, air conditioning, and refrigeration equipment. ·Test/measure pressure, temperature, air flow, electrical voltages, amp draws and ohm readings, refrigerant leaks, fan to motor rpm's and refrigeration compressor oil levels to determine source of malfunction. ·Develop, revise, and implement preventive maintenance programs. ·Monitor building use and program microprocessors-controlled climate adjustment systems. ·Maintain equipment and supply inventories.	
QUALIFICATIONS:	·Three years journey level experience in HVAC and heating/ refrigeration repair; substantial experience in related field. ·Possession of valid Oregon Driver's License.	

ESSENTIAL JOB FUNCTIONS: (Constantly over 2/3 time, Frequently 1/3-2/3 time, Occasionally under 1/3 time, Rarely under 10% time)

Physical:	·**Standing/Walking:** Frequently; on all types of terrain while performing job duties, up to 1-2 miles per shift depending on assignment. ·**Sitting:** Occasionally; while driving, performing work at work bench, or performing repair work at floor level. ·**Lift/Carry:** Frequently, 1-35 lbs.; work tools, bottled refrigerant, welding and test equipment up to 20-300 feet; occasionally, 35-60 lbs.; equipment, motors, assemblies; rarely, 60-100 lbs.; motors, assemblies, air compressor. Assistance will be provided for heavier lifting. ·**Push/Pull:** Frequently, using both hands and arms exerting 5-50 lbs. force; performing wrenching, removing motors/assemblies; rarely, 50-100 lbs. force using both hands and arms; in moving refrigeration and freezing units at schools to access for repairs. ·**Climbing:** Frequently; ladders to roof and attic areas carrying tools/equipment or while working on ladder to repair unit. Requires balancing while performing ladder work. ·**Bending/Twisting:** Constantly; at waist/knees/neck while working in awkward positions while performing repairs/installations; may be required to work in confined spaces. Frequent stooping required when working in back of van or working in attics and crawl spaces. ·**Kneeling/Crouching/Crawling:** Occasionally; working in attics, inspecting/installing/repairing HVAC systems. ·**Hands/Arms:** Constant use of both hands/arms reaching/handling/grasping/fingering/gripping while performing inspections/installations/repairs; may be repetitive depending on assignment. ·**Sight:** Constantly; with visual acuity of near/mid range, depth/color perception, and hand/eye coordination required. ·**Hearing/Speech:** Constantly; in communicating and maintaining safe working environment. ·**Other Physical Requirements:** Frequent use of sense of smell when working around welding equipment and refrigeration to detect gas leaks/odors, chemical spills/leaks, and indoor air quality problems.
Mental:	·Must possess good verbal communication skills to perform routine exchanges of information necessary to safe/effective job performance. ·Must be able to read/write/speak English to read/understand technical information, MSDS guidelines, and to complete necessary forms and paperwork. ·Must possess basic mathematical skills; basic algebra and trigonometry required in order to read blueprints and schematics, and while figuring BTU's and heat transfers. ·Constant attention to detail required while maintaining safe work environment and intricate HVAC systems. ·Must be an excellent problem solver and able to work independently.
WORK CONDITIONS:	·Work is performed in shop environment 20% of the time, and in the field 80% of the time, exposure to outside weather conditions. ·Hazards: Some exposure to asbestos, toxic/caustic chemicals, CFC's, freon, refrigerants, working at heights, working with high pressure hoses, electrical shock, exposure to moving objects/vehicles, sharp objects, pinch points, trip obstacles, burns from heated equipment, odors/fumes/gases, dust, and noise levels in excess of 80 DBA. ·Tools/Equipment: Hand/power tools, electrical testing instruments, airflow meters, pressure gauge, manifolds, refrigerant leak detectors, ladders, van, and oxy-acetylene and arc welding equipment.