

Redlands Unified School District

## AIR CONDITIONING/HEATING TECHNICIAN

### DEFINITION

Under direction, perform skilled work in installing, repairing, and maintaining refrigeration, heating, ventilation, and air conditioning equipment and systems; perform semiskilled duties in other maintenance trade areas; and do other related work as required.

### ESSENTIAL FUNCTIONS

Program, inspect, repair, maintain, troubleshoot, and service refrigeration, heating, ventilation, and air conditioning equipment and systems, including computer controlled systems and electronic circuit boards; install, replace, and repair valves, fans, motors, gaskets, filters, belts, fuses, controls, thermostats, switches, gauges, tubing, and pipes; cut, bind, and join to install and replace tubing and pipes; test systems by utilizing pressure tests, and balance air conditioning systems; test joints and insulate pipes pertaining to refrigeration, heating, or air conditioning systems; fabricate, repair, and install duct work and covers; connect motors to control panels and control panels to power sources; adjust and install valves, thermostats, fans, and controllers; test for defective parts; inspect refrigeration, ventilation, heating, and air conditioning units and replace transformers, valves, pressure regulators, and pumps; plan, organize, and lay out assigned skilled tasks; estimate labor and material costs; maintain a variety of simple records; drive a service vehicle to and from work sites; may act as liaison to outside contractors.

### EMPLOYMENT STANDARDS

#### KNOWLEDGE AND ABILITIES

##### Knowledge of:

Methods, materials, tools, and equipment used in the maintenance and repair of refrigeration, ventilation, heating, and air conditioning equipment;  
Building codes, policies, regulations, and guidelines pertaining to typical school district refrigeration, ventilation, heating, and air conditioning systems;  
Indoor air quality standards;  
Appropriate use, transport, and storage of toxic/hazardous chemicals;  
Safe working methods and procedures.

##### Ability to:

Skillfully repair, maintain, and overhaul refrigeration, ventilation, heating, and air conditioning equipment;  
Determine the existence of asbestos;  
Work from schematics, blueprints, shop drawings, sketches, manuals, and diagrams;  
Solder and braze refrigeration lines;  
Perform boiler maintenance and water treatment;  
Install and repair gas lines;  
Accurately estimate labor and material costs;  
Maintain simple records and prepare complete and concise reports;  
Understand and carry out oral and written directions;  
Establish and maintain an effective working relationship with those contacted in the course of work;  
Relate effectively with racially and ethnically diverse staff, students, and community.

#### EDUCATION AND EXPERIENCE

##### Experience:

Two year of experience as a journeyman level air conditioning and heating technician.

Education:

Equivalent to the completion of the twelfth grade, supplemented by coursework or training in the maintenance and repair of modern refrigeration, ventilation, heating, and air conditioning equipment.

REQUIRED LICENSES AND/OR CERTIFICATES

Possession of appropriate EPA certification; a valid and appropriate California driver's license; have an acceptable driving record; qualify for insurability by the District's insurance carrier.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

Strength:

Heavy work involving lifting, carrying, pushing, and/or pulling of objects weighing up to 100 pounds with frequent lifting and/or carrying of objects weighing up to 50 pounds; physical dexterity in limbs and digits to operate hand and power driven tools and equipment commonly used in the air conditioning and heating trade, and perform strenuous manual labor; ability to bend, stoop, grasp, and reach.

Working Conditions:

Duties may involve working off the ground using ladders, scaffolds, and/or mechanical lifts.

Pre-placement Physical: Class II