

## ORANGE UNIFIED SCHOOL DISTRICT

### HEAT/VENT/AIR CONDITION TECHNICIAN

#### **DEFINITION**

Under general supervision – installs, repairs, maintains and services heating, air conditioning and refrigeration systems of all types; and does related work as required.

#### Representative Duties

Inspects, repairs, maintains and services all types of air conditioning and heating equipment; replaces valves, fans, motors, filters and belts; adds refrigerants and oil; use various testing equipment to locate defective parts; adjusts and installs various electrical, electronic, microprocessors and pneumatic switches, gauges, thermostats, valves, tubing and other parts as necessary; makes pipe connections and electrical repairs; adjusts, repairs and maintains manual and electrical controls and valves on boilers and furnaces for compliance with codes, regulations and safety orders; keeps records; recommends replacements if repairs are not economical; maintains inventory of spare parts and supplies; maintains records; instructs others in the use, maintenance and repair of all related equipment.

#### Organizational Responsibilities

Positions in this class report to the Maintenance Manager or Senior position and independently perform skilled repairs on a wide variety of heating, air conditioning and refrigeration units.

#### ENTRANCE QUALIFICATIONS GUIDE

#### Training and Experience – Equivalent to:

Two years of journeyman level experience as a heating and air conditioning mechanic. Completion of an approved technical trade school, or trade school courses in HVAC may be substituted for one year of the required experience.

#### Knowledge and Abilities

**Thorough knowledge of:** the standard practices of the refrigeration and boiler repair trade; the methods, materials, and equipment used in the maintenance and repair of air conditioners and boilers; applicable codes, regulations and safety orders; hand and power tools used in the trade; chemicals and methods used in the treatment of water for use in boilers and air conditioners, safe working methods and procedures.

**Ability to:** work from blueprints and sketches; skillfully use the tools and equipment necessary in the repair and maintenance of air conditioners, boilers and refrigeration units; understand and follow oral and written instructions; maintain records.

#### Licenses

A valid California Motor Vehicle Operator's License.