AIR CONDITIONING MECHANIC

Definition:

Under general supervision, determines the cause and extent of operational problems in a variety of air conditioning, refrigeration and heating units, performs maintenance and repair tasks on air conditioning, refrigeration and heating units and performs related work as required.

Essential Duties and Responsibilities:

The essential duties and responsibilities of the class include the following:

Observes and analyzes chiller and boiler equipment operation to include zone status, temperature settings and static pressure.

Determines source of trouble in units not functioning properly and replaces or repairs worn or defective parts.

Adjusts boilers and air conditioning equipment to include re-calibration of thermostats to achieve efficient operation.

Inspects, repairs and maintains all computerized direct digital controls and related software.

Performs preventative maintenance on air conditioning units, to include chilled water systems and heating systems.

Maintains a variety of records, to include inspections and work performed, and transfers data from one form to another.

Uses a computer and applicable software to analyze the operation of some air conditioning units and to input data.

Lays out, installs and maintains duct systems.

Reads and follows blue prints and specifications.

Installs new air conditioning, refrigeration and heating units.

Inspects and performs preventative maintenance on water treatment equipment and cooling towers.

Inspects, performs preventative maintenance on, repairs/replaces equipment relating to rooftop exhaust and condenser fans.

Maintains pneumatic air compressors.

Lifts and/or moves heavy objects.

Drives a vehicle on City business.

Other Duties and Responsibilities:

Performs other projects/tasks as assigned.

Class Characteristics:

The Air Conditioning Mechanic is a single incumbent class within the Maintenance Services Department performing journey level work related specifically to air conditioning, refrigeration and heating units. The Air Conditioning Mechanic performs their duties with a minimum of direction/supervision.

Contacts and Relationships:

The Air Conditioning Mechanic has the majority of their interaction within the Maintenance Services Department, although contact with other City employees, engineers and the public will occur during the course of certain work assignments.

Qualification Guidelines:

The knowledge and abilities which are required to perform the duties and responsibilities of this class are as follows:

Knowledge of:

Mechanical principles and functions of a variety of air conditioning, refrigeration and heating equipment systems.

Direct digital control systems and variable speed drives as they relate to air conditioning, refrigeration and heating units.

Applicable regulations and guidelines relating to the installation and servicing of air conditioning, refrigeration and heating equipment.

Computer applications as they relate to area assigned to include computerized energy management systems.

Safety precautions and practices necessary when working with air conditioning, refrigerating and heating equipment and related tools.

Ability to:

Diagnose problems with air conditioning, refrigeration and heating equipment.

Maintain and repair air conditioning, refrigeration and heating equipment.

Complete forms and reports, record data and transfer data from one form to another.

Recover and handle refrigerants safely.

Read and understand blue prints and specifications.

Read and write at the level required for successful job performance.

Understand and carry out oral and written directions independently.

Communicate effectively orally and in writing.

Establish and maintain effective relationships with those contacted in the course of work.

Lift and move heavy objects safely.

A typical way to obtain the knowledge and abilities is as follows:

Education: Graduation from high school.

AND

Experience: Two years of experience in the maintenance and repair of air conditioning and heating units.

Physical Tasks and Working Conditions Include the Following:

Work is performed indoors and outdoors. When work is performed outdoors, there is full exposure to the elements. The incumbent may perform physical labor for extended periods of time requiring physical strength and endurance. The incumbent drives a vehicle on City business and may work under damp conditions and in confined spaces. The incumbent may crouch, sit, stand, walk on slippery and/or uneven surfaces, work on rooftops, bend, crawl, kneel, pull, reach, push, twist, climb ladders and sloping surfaces and grasp, drag, lift and carry items weighing 75 pounds or less. The incumbent may work at or above shoulder level with power and/or hand tools weighing 15 pounds or less for sustained periods of time and may be exposed to chemicals, solvents, dust, grease/oil, fumes, electrical and mechanical hazards and noise. Incumbents must be able to meet the physical requirements of the class and have mobility, vision, hearing, sense of smell and dexterity levels appropriate to the duties to be performed.

Special Requirements:

Valid and appropriate California Driver's License and acceptable driving record at time of appointment and throughout employment in this position.

Possession of or ability to obtain three types (I, II and III) of Refrigerant Transition and Recovery Certifications from a source approved by the State of California within six months of employment in this position.

Fair Labor Standards Act Designation: Non-exempt.

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