

Santa Rosa County District Schools

Job Description

A/C Refrigeration Mechanic II

Reports to: Supervisor of Building Maintenance

FLSA Status: Non-Exempt

Department: Maintenance

Prepared by: Human Resources

Date: April 24, 2014

Job Code: 11010

Position #: 85020

Range: 15

Principal Duties and Responsibilities (Essential Functions):

Essential functions are fundamental job duties. They do not include marginal tasks which are also performed but are incidental to the primary functions. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position, nor does every position allocated to the class necessarily perform every duty listed.

Personal characteristics required of all employees, such as honesty, industry, sobriety and the ability to get along with others, are presumed qualities and may not be listed specifically.

- Overhauls and services heating, air conditioning/refrigeration units;
- Repairs, replaces, adjusts worn or broken parts on condensers, water or vacuum pumps and compressors;
- Tests refrigeration equipment for leaks in refrigerant;
- Repairs and adjusts valves, piping connections, fittings and couplings;
- Removes and installs motors, thermostats and humidistats;
- Adjusts expansion valves and belts;
- Replaces gaskets, hinges and hardware;
- Adds gas to refrigeration units as needed;
- Checks gauges and makes inspection for preventive maintenance;
- Services refrigerators and freezers;
- Repairs electrical controls, pneumatic and solid state controls;
- Performs trouble shooting and preventive maintenance on all types of heating, air conditioning/refrigeration equipment to determine source of faulty operation;
- Maintains records of repairs and preventive maintenance programs;
- Performs related duties as required.

Supervision Received:

Supervisor of Building Maintenance and Maintenance Foreman

Supervision Exercised:

None

Santa Rosa County District Schools

Minimum Qualifications & Skills Required:

Graduation from high school, trade school or GED. Four years repair and maintenance experience of heating and refrigeration and air conditioning equipment, including large complex units; or an equivalent combination of training and experience.

Preferred:

Operation of A/C refrigeration equipment

Physical Demands:

Must be able to walk, stoop, bend, crawl, climb and reach; involves moderate to heavy lifting of over 75 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Terms of Employment:

Approved Compensation Plan

Educational Support Salary Schedule

Conclusion:

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed by job holders within this job. However, this job description is not intended to be an exhaustive list of qualifications, skills, efforts, duties, and responsibilities or working conditions associated with the position.

