



## **JOB TITLE: HEATING & AIR CONDITIONING (HVAC) MECHANIC**

Classification: Classified  
Salary Range: 39

Retirement Type: PERS\*  
Board Approved: November 20, 2000

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### **BASIC FUNCTION:**

Under the direction of the Facilities Systems Supervisor or assigned administrator, perform skilled mechanical work in repair, inspection, servicing and alteration of District heating, ventilating, refrigeration and air conditioning systems and related equipment and facilities; assist in performing other skilled maintenance duties as assigned.

### **REPRESENTATIVE DUTIES:**

Operate, service, maintain and repair heating, ventilation,, air conditioning and refrigeration equipment including equipment such as steam and hot water boilers, air handler units, heat pumps, water pumps, control systems, water treatment systems, chillers, ice machines and associated piping systems.

Determine, locate and acquire parts, supplies and equipment necessary for repair or maintenance.

Perform electrical, pneumatic and mechanical testing of equipment.

Diagnose mechanical and electrical pneumatic and digital problems; repair or replace defective parts in units and equipment and systems.

Replace and clean air and water filters.

Rebuild pressure and temperature safety valves and water pumps as necessary.

Check repair and replace air compressors and other equipment; clean and adjust pilots.

Perform brazing and soldering as necessary.

Test water samples and adjust chemical feeding equipment for proper water treatment.

Operate a variety of tools and power equipment including electrical, air, water, freon and natural gas testing equipment.

Perform preventive maintenance for heating ventilation and air conditioning and refrigeration equipment.

Assist in performing other skilled maintenance duties as it relates to the HVAC discipline.

Repair, maintain, install and alter heating, cooling, air and gas piping systems equipment.

Repair, maintain, install and alter air distribution systems and components

Repair, maintain, install and alter control systems.

Perform related duties as assigned.

### **JOB QUALIFICATIONS:**

#### Education and Experience:

Any combination equivalent to: graduation from high school and four years of training or experience which demonstrates journey-level skill in the assigned trade.

**OTHER QUALIFICATIONS:**Knowledge/Areas of Expertise:

Principles, practices, methods and equipment used in the fields of refrigeration, heating, air conditioning and ventilation.

Control systems functions and trouble shooting techniques.

The use of manual and electrical tools and equipment applicable to HVAC trade.

Use of monitoring, test and diagnostic equipment and manuals.

Soldering, brazing and pipe joining techniques and methods

Health and safety regulations laws and regulations.

Record-keeping techniques.

Technical aspects of field of specialty.

Digital systems as it relates to HVAC trade.

Abilities/Skills:

Use a variety of tools and machines utilized in the basic trade.

Work from blueprints, shop drawings and sketches.

Work independently with little direction.

Plan and organize work.

Maintain records and prepare reports.

Perform other skilled maintenance duties as assigned.

Perform heavy physical labor.

Operate a truck, observing legal and defensive driving practices.

Lift objects weighing up to 50 lbs.

Analyze situations accurately and adopt an effective course of action.

Establish and maintain a cooperative working relationships with others.

Licenses or Other Requirements:

Valid California driver's license and a safe driving record.

Refrigerant Handlers Certification.

**WORKING CONDITIONS:**

Outdoor/indoor work environment.

Exposure to high temperatures.

Exposure to condensation and wetness.

Exposure to high volume noise.

Frequent standing for prolonged periods of time.

Occasional crouching, squatting and kneeling for prolonged periods of time.

Frequent moving around in tight spaces.

Occasionally climbing ladders.

Frequently reaching below shoulder level.

Hand and finger dexterity to grasp, handle and twist various equipment.

Occasional installation of various electrical components.

Recognizing and seeing warning signs obstacles and/or hazardous conditions.

\* Previous employment performed in a different public retirement system may allow eligibility to continue in the same retirement system.