



PERSONNEL COMMISSION

Class Code: 3289
Salary Range: 34 (C2)

AIR CONDITIONING and REFRIGERATION TECHNICIAN

JOB SUMMARY

Under general supervision, to perform skilled mechanical work in the installation, repair and maintenance of refrigeration and air conditioning equipment and associated controls; and to perform related duties as required.

EXAMPLES OF DUTIES

The classification specification does not describe all duties performed by all incumbents within the class. This summary provides examples of typical tasks routinely performed in this classification.

- Install, maintain and repair refrigeration and air conditioning units at District sites according to specifications, regulations and codes. ***E***
- Diagnose mechanical and electrical malfunctions, test for defective parts and repair or replace components such as condensers, compressors, pumps and electrical switches and relays; repair and maintain cooling towers. ***E***
- Diagnose malfunctions and make proper changes in Energy Management System to return units to operation. ***E***
- Make related piping repairs. ***E***
- Install, repair and maintain pneumatic controls, low and high voltage controls and sensory instrumentation controls for appropriate operation and air flow. ***E***
- Plan work from sketches, drawings and blueprints. ***E***
- Repair and replace actuator motors and circulating pumps in chiller systems. ***E***
- Operate refrigerant recovery units and store in certified containers in accordance with Environmental Protection Agency regulations; refill and add refrigerant; record freon usage in a log. ***E***
- Estimate time and material needed for a service call to a site. ***E***
- Prepare a list of and requisition materials to complete work. ***E***
- Operate gas welder to do light welding. ***E***
- Contact vendors for quotes, prices and availability of materials and supplies. ***E***
- Operate a District vehicle. ***E***
- Direct the work of other maintenance personnel as assigned. ***E***

Note: At the end of some of the duty statements there is an italicized E, which identifies essential duties, required of the classification. This is strictly for use in compliance with the Americans with Disabilities Act.

DISTINGUISHING CHARACTERISTICS

An Air Conditioning and Refrigeration Technician performs skilled journey-level work on a wide variety of air conditioning and refrigeration systems and equipment. An incumbent must insure that completed work and work in progress complies with Environmental Protection Agency rules and regulations.

EMPLOYMENT STANDARDS

Knowledge of:

Methods, materials tools and equipment used in the maintenance and repair of the air conditioning and refrigeration trade.

State and local regulations and Environmental Protection Agency regulations pertaining to air conditioning and refrigeration standards.

Safety practices and regulations pertaining to the air conditioning and refrigeration trade.

Energy management systems.

Commercial storage freezers, coolers and ice banks.

Control systems including variable volume thermostats, electronic, and pneumatic.

Proper recovery and disposal of refrigerant.

Ability to:

Read and interpret blueprints, plans, drawing, and specifications.

Make sketches and diagrams of air conditioning and refrigeration work and make accurate job estimates of materials and labor.

Apply mathematics to estimating and calculating work.

Perform skilled installation, maintenance and repair work on air conditioning and refrigeration equipment and system components such as compressors, thermostats, pneumatic controls, motors and timing devices.

Set up schedules and program controllers to operate equipment at optimum times.

Recover refrigerant and safely dispose of it.

Read and interpret volt meters and gauges.

Maintain accurate records and logs.

Direct the work of others.

Understand and carry out oral and written instructions.

Establish and maintain effective relationships with others.

Operate a vehicle observing legal and defensive driving practices.

Training:

Equivalent to graduation from high school and completion of a recognized apprentice training program of at least five years duration.

OR

Experience:

At least four years experience in air conditioning and refrigeration installation, alteration and repair work, three years of which must have been at the journey level.

Any other combination of training and/or experience, which demonstrates that the applicant is likely to possess the required skills, knowledges and abilities, may be considered.

SPECIAL REQUIREMENTS

Possession of a valid class C California Driver's License and evidence of a safe driving record is required at the time of appointment.

An applicant for this class will be required to obtain, at his/her own expense, and submit his/her motor vehicle driving record at the time of appointment. The record must meet and be maintained at the district's safe driving record standard. Failure to meet this requirement will result in the disqualification and/or rejection of the candidate regardless of any other standing.

Possession of the Mandatory "Universal Refrigerant Technician Certification" at the time of appointment: Type I and Type II or Universal, in accordance with Environmental Protection Agency Regulations.

Incumbents are subject to pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials, including, but not limited to, asbestos and lead. Incumbents in this class are required to wear protective clothing, gear, and equipment as required by law and provided by the District.

WORKING ENVIRONMENT

Inside and outside of buildings; inclement weather; working in tight spaces, attics, under flooring and similar spaces; dust; heat; refrigerated storage units with temperatures as low as five degrees Fahrenheit below zero.

PHYSICAL DEMANDS

Lifting, carrying and/or pushing 100 pounds with frequent lifting and/or carrying objects weighing up to 50 pounds; pushing up to; ascending and descending ladders, stairs, scaffolding, ramps, poles and the like, one or more stories above ground level; stooping, kneeling, crouching, and crawling.

AMERICANS WITH DISABILITIES ACT

Persons with certain disabilities may be capable of performing the essential duties of this class with or without reasonable accommodation, depending on the nature of the disability.

APPOINTMENT

In accordance with Education Code Section 45301, an employee appointed to this class must serve a probationary period of six (6) months during which time an employee must demonstrate at least an overall satisfactory performance. Failure to do so shall result in the employee's termination.

PCA: 2/1983

Revised: 3/2/2000

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