

SCHOOL DISTRICT OF BAKER COUNTY

JOB DESCRIPTION

APPRENTICE / AIR CONDITIONING AND REFRIGERATION MECHANIC

QUALIFICATIONS:

- (1) High school diploma or equivalent.
- (2) Two (2) years prior experience in building maintenance and/or electrical/air conditioning and refrigeration

KNOWLEDGE, SKILLS AND ABILITIES:

Skill to read blueprints and schematics. Knowledge of health and safety codes as included in State statutes, Department of Education regulations, and School Board policies. Knowledge of and skill to use tools of the trade. Knowledge of mechanical functions within the air conditioning and refrigeration equipment. Skill to repair and maintain all equipment. Ability to work as an effective team member.

REPORTS TO:

Director, Facilities, Maintenance & Property Control

JOB GOAL

To keep all phases of electrical and mechanical equipment in good working order to ensure a comfortable working environment for students and staff.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Inspect all air-conditioning units and refrigerators throughout the District.
- * (2) Maintain all air-conditioning units and refrigerators throughout the District to keep all units performing efficiently with supervision.
- * (3) Replace filters, belts and bearings in units as needed.
- * (4) Requisition materials and supplies needed for jobs in progress.
- (5) Provide Supervisor, Maintenance information needed to develop budget for fiscal year.
- (6) Assist other tradesmen as needed.
- (7) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

3.00

APPRENTICE / AIR CONDITIONING AND REFRIGERATION MECHANIC (Continued)

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

* Essential Performance Responsibilities

Job Description Supplement Code 8