



CLASSIFICATION SERIES:

N/A

BARGAINING UNIT:

ACE

Air Quality Technician

SERIES PURPOSE: The purpose of the Air Quality Technician occupation is to repair, maintain, and install heating, ventilation, and air conditioning equipment (HVAC) in order to regulate the climatic conditions of facilities.

CLASS CONCEPT: The class works under general supervision and requires considerable knowledge of HVAC technology and its processes and blueprint reading in order to perform repairs, preventive maintenance, and skilled installation on HVAC equipment.

Incumbents perform the full range of HVAC tasks.

JOB DUTIES: Incumbents may perform some or all of these duties or other job-related duties as assigned.

Repairs air conditioning and heating units and systems, refrigeration systems, pneumatic controls, steam traps, pressure regulators, steam separators, pumps, fans and motors and related heating, cooling and refrigeration equipment and periodically overhauls air conditioning and heating systems.

Inspects air conditioning, refrigeration, and heating systems and performs preventive maintenance to ensure serviceable condition of systems.

Installs air conditioning and heating units and installs piping, pumps, motors, and refrigeration systems; handles and disposes refrigerants.

Assists trade personnel and/or contractors in maintenance repairs and/or performs building maintenance and trade tasks; troubleshoots and maintains all equipment; performs maintenance and repairs on equipment as needed; orders and/or picks up parts; obtains price quotes and/or bids; maintains required reports and records; maintains equipment; operates snow and ice removal and grass cutting equipment; attends required meetings and training.

OTHER FUNCTIONS AND RESPONSIBILITIES: Assists with training new hires.

Performs any and all other duties assigned and/or required that are within the level of responsibility for this classification at the discretion of the supervisor.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of: air conditioning, refrigeration and heating technology; blueprint reading; local, state, and federal regulations, policies, and procedures.

Skill in: heating, ventilation, air conditioning, and refrigeration maintenance, repair, and installation; hand and power tool operation; minor welding operation*.

Ability to: recognize unusual or threatening conditions and take appropriate action; interpret a variety of instructions in written, oral, picture, or schedule form.

(*) Developed after employment.

MINIMUM QUALIFICATIONS: High School Diploma or GED; appropriate certification issued by EPA approved certifying organization per Section 608 of Clean Air Act.

REQUIRED CERTIFICATIONS, TRAINING, AND/OR LICENSURES: appropriate certification as issued by EPA approved certifying organization per Section 608 of Clean Air Act.

PHYSICAL REQUIREMENTS: In accordance with the U.S. Department of Labor physical demands strength ratings, this position will perform medium work.

MEDIUM: work involves exerting 20 to 50 pounds of force occasionally, or 10 to 25 pounds of force frequently, or an amount greater than negligible and up to 10 pounds constantly to move objects.

UNUSUAL WORKING CONDITIONS: May work other than first shift; exposed to dirt, high and low temperatures, and dangerous equipment.