

SAN DIEGO UNIFIED SCHOOL DISTRICT

POSITION DESCRIPTION

TITLE:	Gas Equipment Repair Specialist II	REPORTS TO:	Assigned Supervisor
DEPARTMENT:	Maintenance	CLASSIFICATION:	Classified
FLSA:	Non-Exempt	SALARY GRADE:	048 OSS
REVISED:	July 11, 2006		

BASIC FUNCTION:

Perform skilled installation, service, wiring, and repair work on a variety of gas-fired and electrical equipment, electronic controls, and ignition systems.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

E = Essential Functions

Install, maintain, inspect, troubleshoot, diagnose, replace worn parts, and repair a variety of machinery, shop equipment, gas-fired and electrical equipment located in schools, cafeterias, industrial arts classrooms, libraries, and in other district buildings. **E**

Service, insulate, and repair ovens, fryers, kilns, building heaters, and melting furnaces. **E**

Refit and install pilot burners and electronic ignition switches. **E**

Inspect fire dampers, food warmers, and pressure steam cookers. **E**

Work from blueprints and wiring diagrams, including computer aided diagrams and images. **E**

Rewire from disconnect to consuming device, using secondary power source up to 480 volts. **E**

Braze and solder tubing or lines; dismantle, inspect, clean, and repair or replace gas or electric controls, regulators, thermostats, thermocouples, valves, and heating filters. **E**

Locate and repair gas line leaks independently and working with SDG&E personnel. **E**

Operate a computer or laptop with basic software. **E**

Estimate time and material costs and keep service records. **E**

Operate and program a Variable Frequency Drive (VFD). **E**

Work together with various district departments and personnel to put into action the district's Energy Management Systems. **E**

Drive a truck. **E**

Perform preventive maintenance. **E**

Make simple repairs to sheet metal doors and cabinets. **E**

Direct the work of helpers. **E**

Perform related duties as assigned.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Any combination of training, experience, and/or education equivalent to six years of combined gas and electric technical or vocational training and diversified gas and electric equipment repair experience, three years of which must have been as a Gas Equipment Repair Specialist I in the district, involving a majority of the types of equipment and machinery included above. Other equivalent combinations of training and experience may be considered, exclusive of the district experience requirement.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California driver's license.

Possession of hand tools common to the trade.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Materials, tools, testing meters, and methods used in the inspection, repair, replacement, and installation of a wide variety of gas-fired and electrical equipment, electronic controls and switches.

Technical aspects of field of specialty.

Correct English usage, grammar, spelling, punctuation, and vocabulary.

Reading and writing English communication skills.

ABILITY TO:

Estimate labor and material costs.

Read blueprints, plans, and specifications.

Operate standard office equipment including microcomputers, laptop, and related software applications.

Establish and maintain effective working relationships with others.

Plan and organize work.

Meet schedules and time lines.

Maintain records.

Lead and direct the work of others.

Read, interpret, apply, and explain rules, regulations, policies, and procedures.

DISTINGUISHING CHARACTERISTICS

This class differs from the previous lower class of Gas Equipment Repair Specialist I in that the highest level services and repairs a wider variety of equipment and machinery located throughout the district, and performs tasks with limited supervision.

NOTE: An incumbent in the class of Gas Equipment Repair Specialist I who has satisfactorily completed three years of service as Gas Equipment Repair Specialist I and whose skills are certified by the position's supervisor and department head will automatically be promoted to Gas Equipment Repair Specialist II.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environments. May work in confined spaces.

PHYSICAL REQUIREMENTS:

Strength and energy sufficient to maintain a rigorous work schedule involving driving and/or continuous, heavy physical exertion; hearing and speaking to exchange information; seeing to perform assigned duties; sitting or standing for extended periods of time; dexterity of hands and fingers to operate tools and equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and supplies; lifting heavy objects.

Job Code 8288

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