

SAN DIEGO UNIFIED SCHOOL DISTRICT

POSITION DESCRIPTION

TITLE:	Lead Air Conditioning Technician	REPORTS TO:	Assigned Supervisor
DEPARTMENT:	Maintenance and Operations	CLASSIFICATION:	Classified
FLSA:	Non-Exempt	SALARY GRADE:	052 OSS
REVISED:	July 1, 2002		

BASIC FUNCTION:

Lead and participate in the work of journey level steamfitters and air conditioning mechanics; inspect, plan, and estimate work for air conditioning systems and related equipment.

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

Work with and lead a crew in installing, inspecting, servicing, and repairing air conditioning systems and related electric, electronic, and mechanical controls. **E**

Direct journey level employees and helpers and inspect completed work. **E**

Perform the more difficult or skilled air conditioning work. **E**

Make periodic surveys to determine or verify needed alterations, handle replacements, or maintenance. **E**

Recommend possible modifications to existing air conditioning systems. **E**

Lay out, schedule, and coordinate work. **E**

Inspect completed contract work for adherence to plans and specifications and for compliance with applicable codes. **E**

Enforce safety regulations **E**

Specify and price materials and estimate labor costs. **E**

Keep time and cost records and make reports. **E**

Perform related duties as assigned.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Any combination of education, training, or experience equivalent to completion of a recognized steamfitter apprentice or air conditioning training program and two years of recent, full-time, paid, journey level air conditioning experience, including experience in the maintenance of electric, electronic, and mechanical controls.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California driver's license.

Availability of private transportation (mileage expense allowance provided).

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Techniques used in the maintenance, repair, and modification of air conditioning systems and control.

Safety precautions and of applicable laws and codes.

Reading and writing English communication skills.

ABILITY TO:

Read blueprints and electrical diagrams.

Estimate labor and material costs.

Train and direct the work of others.

Establish and maintain effective working relationships with others.

Plan and organize work.

Meet schedules and time lines.

Maintain records.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor/outdoor setting, working around machinery with moving parts.

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; standing for extended periods of time; dexterity of hands and fingers to operate equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally to perform assigned duties; lifting heavy objects.

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Job Code 8263

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