



HEMET UNIFIED SCHOOL DISTRICT

1791 West Acacia Avenue - Hemet, CA 92545-3637 - (951) 765-5100

NUTRITION SERVICES SKILLED MAINTENANCE WORKER II - HVAC

JOB SUMMARY

Under general supervision Nutrition Services Operations Supervisor or designee, to perform semiskilled and skilled maintenance, repair, and construction tasks pertaining to school facilities, offices and large buildings; to assist other maintenance personnel in the performance of semiskilled and skilled functions in one or more building and maintenance trade areas; and to do other related work as required.

ESSENTIAL FUNCTIONS

- Perform skilled maintenance, repair, and construction work in one or more of the basic trade areas, such as carpentry, painting, locksmith, electrical, plumbing, heating, air conditioning, carpet and tile installation;
- Inspects, repairs, maintains, and services refrigeration, heating, ventilation, and air conditioning equipment and systems;
- Diagnose and repair malfunctions in various types of food service (kitchen) and refrigeration systems, including but not limited to, walk-in freezer/refrigerator, reach-in freezer/refrigerator, commercial ovens, rethermalization units, food warmers, over wrap machines, tray sealing machines, rotation rack ovens, mixers, bowl lifts, dough dividing equipment, extruder, slicing machines, various packaging machines, etc.;
- Install new food service (kitchen) and refrigeration equipment and systems when required;
- Relocate and expand existing food service (kitchen) and refrigeration systems as required;
- Repair, replace, or calibrate controls, thermostats, switches, fuses, and electrical wiring;
- Fabricate, assemble, and install electrical wiring, controls and piping according to specifications and code;
- Wire and connect motors, compressors, temperature controls, and humidity controls according to wiring schematics;
- Maintain refrigerant dispensing records to meet Federal, State, and Local requirements;
- Maintain preventive maintenance schedules and procedures for all food service (kitchen) and refrigeration equipment, including changing filters and cleaning condensers and coils;
- Perform all scheduled preventive maintenance and cleaning on all food service (kitchen) and refrigeration equipment as needed;
- Receive and complete work orders;
- Replace carpet, floor and ceiling tiles (minor repairs);
- Repair and maintain locks on food service (kitchen) equipment;
- Repair or replace door closers, panic latches and bars;
- Make minor electrical installations and repairs;
- Adjust, repair, and maintain electrical equipment and a variety of apparatus and devices;
- May do welding, soldering, caulking and brazing when necessary
- Using brush, roller or spray gun, apply paint, varnish, shellac, enamel, lacquer or other protective or decorative finish to a variety of surfaces (minor repairs);
- Operate equipment, such as a light truck, forklift, pallet jack, and other related motorized equipment;
- Operate tools and equipment according to established safety procedures;
- Inspect jobs upon completion and ensure areas are clean;
- Respond to emergency calls as needed.

NUTRITION SERVICES SKILLED MAINTENANCE WORKER II - HVAC
(CONTINUED)

EMPLOYMENT STANDARDS

KNOWLEDGE OF:

- Commercial food service (kitchen) equipment repairs, maintenance, and installation techniques;
- Methods, techniques, materials, tools and equipment used in the maintenance, repair, and construction functions;
- Rules, regulations, and operational procedures pertaining to the repair, maintenance, and construction of school buildings, machines, and equipment;
- Operation of electrical control systems;
- Safe working methods and procedures.
- All paint product types, their surface preparation, primers and paint application.

ABILITY TO:

- Perform skilled work in one or more of the building trades;
- Diagnose, test, repair and/or replace all of the following type HVAC systems, chiller/boilers, gas pack units, heat pump units, and split systems;
- Receive guidance from the Skilled Maintenance Worker III to develop, implement and keep accurate records for an HVAC Preventive Maintenance Program
- Use a variety of hand and power tools, and machines utilized in the basic trades;
- Read and work from simple drawings and blueprints;
- Write clear and concise routine reports and correspondence;
- Maintain simple records and prepare meaningful reports as required;
- Access and use District-adopted web-based systems;
- Perform mathematical calculations;
- Complete work assignments on schedule;
- Perform repetitive tasks;
- Organize tasks, set priorities, maintain work pace;
- Respond appropriately to directions and changes in working assignments;
- Work with minimal supervision;
- Understand and carry out oral and written directions;
- Establish and maintain an effective working relationship with those contacted in the course of work.

EDUCATION

High school diploma or general education degree (GED) and possession of the knowledge and abilities listed above.

EXPERIENCE

- Two (2) or more years at an apprentice level in the HVAC trade or commercial trade;
- One (1) year at or equivalent to the level of Maintenance Worker in the commercial food service (kitchen) equipment and refrigeration field.

REQUIRED LICENSES AND/OR CERTIFICATES

- Possess and maintain a valid and appropriate Class C California Driver's License;
- Have an acceptable driving record and qualify for insurability by the District's insurance carrier;
- Must possess and maintain a valid EPA Refrigerant card.

NUTRITION SERVICES SKILLED MAINTENANCE WORKER II-HVAC (CONTINUED)

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

Physical Demands: Reach, bend (up to continuously); stand, walk, look down (frequently); sit, drive, stoop, squat, kneel, climb (to roof), ability to navigate a ladder, reach overhead, push, pull, twist (occasionally); crawl, lay down (infrequently); lift/carry up to 50 pounds (occasionally), to 75 pounds with assistance (up to occasionally); grasp & manipulate tools/supplies (frequently); use seeing, hearing and speaking, wear proper protective equipment as required

Working Conditions: Indoors: schools, kitchens, shop. Outdoors: school grounds, driving. Exposure to: cold/heat from freezers, refrigerators, ovens/warmers and kettles; dust/wind; extreme temperatures; electrically and mechanically operated equipment; risk of electrical shock; working near moving mechanical parts; paint, cleaning agent & roof patch odors; power tool, commercial kitchen equipment and packaging equipment noise; handle drain cleaner, muriatic acid, gasoline; jackhammer & reciprocating saw vibration.

In compliance with the Americans with Disabilities Act (ADA), the Hemet Unified School District (HUSD) will provide reasonable accommodations to qualified individuals with disabilities for the purpose of enabling the performance of the essential duties and responsibilities of the position. HUSD encourages both prospective and current employees to discuss potential accommodations with the Human Resources and/or Safety/Risk Management Department.

EMPLOYMENT STATUS

Classified Bargaining Unit Position Salary Range 35

May 2021