

BOISE SCHOOL DISTRICT
CLASS SPECIFICATION
Facilities and Operations

REFRIGERATION TECHNICIAN

Purpose of Class

Installs, services and repairs refrigeration systems, commercial kitchen equipment and fixtures; performs related work as required.

Primary Function

The primary function of an employee in this position is to repair, install and maintain all refrigeration systems and kitchen equipment in the District, ensuring that all facilities are operating safely and effectively. Primary duties include repairing, replacing and/or installing refrigeration mechanisms and parts; installing new refrigeration structural and functional components; maintaining parts inventory; diagnosing malfunctioning systems; and constructing and fabricating parts. This position regularly performs tasks wherever needed to maintain effective and efficient facilities and operations. Work is performed under the general supervision of the HVAC Shop Supervisor. The principal duties of this class are performed in an indoor commercial building environment, sometimes performing physically demanding and hazardous duties associated with refrigeration systems, and occasionally dealing with adverse weather conditions in an outdoor environment.

Essential Duties and Responsibilities (will vary by assignment)

- Prioritizes, schedules and completes work orders;
- Installs, repairs and maintains cold storage and kitchen equipment systems;
- Observes system operation and adjusts or replaces mechanisms and parts, according to specifications;
- Dismantles malfunctioning systems and tests components, using electrical, mechanical and pneumatic testing equipment;
- Tests lines, components and connections for leaks;
- Assembles structural and functional components, such as controls, switches, gauges, valves, compressors, condensers and pipes;
- Installs expansion and control valves;
- Replaces or adjusts defective or worn parts to repair systems;
- Brazes or solders parts to repair defective joints and leads;
- Fabricates and assembles components and structural portions of refrigeration systems;
- Adjusts valves according to specifications, and charges system with specified type of refrigerant;
- Purchases parts for immediate and future needs, in accordance with District policies and procedures;

- Ensures that all District refrigeration systems and kitchen equipment are in effective and efficient working order;
- Studies specifications in blueprints, schematics, equipment manuals and building plans;
- Estimates amount and kind of materials required and notifies supervisor of need for materials;
- Initiates communication with supervisor about needed repairs or status of projects;
- Performs maintenance and minor repair on tools and equipment;
- Attends and actively participates in required training classes.

Other Duties and Responsibilities

- Assists with other Facilities and Operations duties as needed;
- Cleans filter storage building on regular basis;
- Cleans shop, working area and break room;
- May be required to work other than regularly scheduled work hours;
- Performs other related duties as required.

Classification Requirements

Knowledge of:

- Commercial air conditioning and refrigeration systems;
- Electrical and mechanical systems, as related to commercial kitchen equipment;
- Current H/VAC codes;
- Occupational hazards and safety precautions involved in operation of hand and power tools, refrigeration systems and general building maintenance work;
- Preparation of detailed and accurate records of work performed.

Ability to:

- Plan and complete a variety of technical refrigeration tasks efficiently and effectively;
- Troubleshoot and diagnose refrigeration-related electrical and mechanical problems;
- Use a variety of hand and power tools and equipment common to refrigeration systems;
- Repair and maintain commercial kitchen equipment;
- Perform cost-benefit analysis of projects, provide quality services in a cost-effective manner, and to recommend improved methods of performing the work;
- Read and interpret blueprints, electrical plans and diagrams of electrical circuits;
- Operate a motor vehicle;
- Maintain detailed and accurate records of work performed;
- Lift, move, maneuver and operate hand and power equipment safely;
- Assist in or prepare accurate, complete and timely reports;
- Communicate effectively both orally and in writing;
- Perform multiple tasks simultaneously, including handling interruptions;
- Work independently or as a team member;
- Follow oral and written instructions and observe District policies and procedures;
- Maintain confidentiality;

- Establish and maintain effective working relationships with District staff, students and other personnel, as well as contractors, government representatives and others associated with job duties.

Acceptable Experience and Training

- High school diploma or GED;
- One (1) year experience in commercial refrigeration repair and maintenance and four years related experience preferred;
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform as an effective and competent Refrigeration Technician.

Licenses or Certifications

- EPA certification is required;
- Limited Electrician's License is required;
- Air Conditioning and Refrigeration certification is required;
- Valid Idaho Drivers' License is required;
- Valid CDL Class A License is preferred;
- Ability to pass Pulmonary Function Test and obtain Respiratory Certification is required.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively in person, comprehend written and oral instructions, and hear sounds within the normal range of conversation and alarms.
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to view blueprints and work-related manuals; prepare reports as required; to observe facilities and equipment to inspect and determine needed repairs and/or quality of completed work; to operate a motor vehicle and work-related equipment;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate all work-associated equipment, operate a vehicle, and work in confined spaces;
- Sufficient personal mobility, agility, strength and reflexes, with or without reasonable accommodation, which permits the employee to work in indoor and outdoor conditions, to stand or sit for long periods of time and to perform skilled construction-related tasks;
- Jobs in this class require performing repetitive motions in fingering and hand/wrist/arm movements and standing for four or more hours at a time. Related job tasks may require, with or without reasonable accommodation, lifting or moving up to 50 pounds frequently and up to 100 pounds occasionally, walking over uneven flooring, roofing or construction sites; working in confined spaces, climbing and standing on ladders, crawling, stooping, kneeling, bending, crouching and reaching.