

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: AC and Refrigeration Mechanic III

JOB CODE: 6311

TEMP: 6052

DEPARTMENT: Facilities Operations, Maintenance **SCHEDULE:** HO, H1 **DATE:** 12/03/13

BASIC DESCRIPTION

The AC and Refrigeration Mechanic III performs skilled work independently under the guidance of an administrator or designee in accordance with the standard practices of the trade.

Personnel must be experienced, knowledgeable and proficient in the following:

- Installation, repairs and maintenance of large industrial/commercial air conditioning and refrigeration equipment including centrifugal and screw chillers.
- Analysis and interpretation of technical data from schematics, blueprints, plans, drawings, sketches, and service manuals.
- Usage of diagnostic equipment, electronic devices, materials, components, and tools necessary to service sophisticated HVAC/R equipment such as but not limited to: chillers, cooling towers, pumps, drives, valves, air handling units, and associated motorized, digital, electronic or pneumatic controls.

JOB TASKS/JOB RESPONSIBILITIES

1. Staying current with the codes, standards, procedures, techniques, methods and technological advances of the Heating, Ventilation, Air conditioning and Refrigeration (HVAC/R) industry.
2. Understanding and adhering to all trade related safety procedures for tools, equipment, ladders, chemical handling, Personal Protection Equipment, and those that are included in Material Safety Data Sheets.
3. Maintaining records regarding materials, equipment, components and job assignments.
4. Determining the materials, components, tools and equipment required to perform assigned tasks, overseeing their use, security and disposition.

5. Ensuring that assignments are completed in conformance with applicable codes in a timely and cost effective manner.
6. Performing duties that require county wide travel and work schedules that will be dictated by the operational hours of the District's educational facilities.
7. Operating M-DCPS or personal vehicles for functions outlined in this job description, to locations specified by work orders or as otherwise directed.
8. Ensuring the safe operation of manual and power driven tools.
9. Performing other related tasks as instructed.

PHYSICAL REQUIREMENTS

This is heavy work which requires the following physical activities:

Climbing, balancing, bending, stooping, kneeling, crouching, twisting, reaching, sitting, standing, walking, pushing, pulling, lifting, grasping, repetitive motions, finger dexterity, feeling, talking, hearing and visual acuity.

The worker is exposed to heat, cold, noise, vibration, hazards, atmospheric conditions and materials of the HVAC/R trade, while performing tasks both indoors and outdoors.

MINIMUM QUALIFICATION REQUIREMENTS

1. Acceptable written evidence of a minimum of five (5) years of diversified experience in the HVAC/R trade, working with large industrial/commercial centrifugal and screw chillers.
2. Possession of a valid Certificate of Competency as a Licensed Journeyperson in the trade from Miami-Dade, Broward, Monroe, Collier or Palm Beach County.
3. Three (3) years of experience as a licensed Journeyperson in the trade, or three years (3) of experience in the trade after the successful completion of an acceptable formal HVAC/R training program.
4. Possession of a "Universal" certification issued under the authority of the Environmental Protection Agency for the servicing of all types of air conditioning and refrigeration equipment.
5. Possession of a valid Florida Class E driver's license.
6. Acceptable written evidence of graduation from high school (or equivalent) with the

ability to read, write and understand oral and written instructions.

7. Satisfactory completion of a physical examination prior to the hire date.