

FAIRFIELD PUBLIC SCHOOLS

Title: Grade 20-Mastercraftsman-Boiler/HVAC

Job Purpose Statement: Employees in this classification perform skilled mechanical work in the maintenance of all school HVAC equipment and their controls. Service work responsibilities is performed independently on burners, compressors, pumps, valves, thermal sensing devices and control systems with the aid of the Grade 17-Heating Technician-Helper, if needed. Performs manual work of exceptional difficulty and responsibility and skilled tasks that follow established procedures. Job assignments are in the form of written and/or oral instructions and are performed under supervision and reviewed upon completion.

Supervision Received: Receives general and task supervision from the Maintenance Supervisor or Manager of Facilities.

Supervision Exercised: Supervises the Grade 17-Heating Technician-Helper.

Essential Job Functions:

Responsible for the maintenance, repair and overhaul of oil burners and their supply and control systems.

Repairs and maintains sump and vacuum pumps, pneumatic valves, sensing devices, unit ventilators and domestic hot water systems.

Maintains compressors, lubricants, fluid levels, filters, fan units and controls.

Monitors motors, steam traps and boiler refractories for repair by others.

Isolates ventilation problems.

Oversees computer monitoring of various HVAC equipment throughout the district. Takes necessary actions to remedy deficiencies.

Performs all other related duties as assigned.

Incidental Job Functions: Operates tools and testing instruments during the performance of day to day job responsibilities.

Knowledge, Skills and Abilities: Considerable knowledge of energy saving techniques. Extensive knowledge of boiler systems and their operation/repair. Extensive working knowledge of computer control systems. Ability to follow oral and written instructions. Must be able to effectively multi-task.

Minimum Qualifications Required: The skills and knowledge required would generally be acquired with graduation from high school and /or its equivalent and extensive experience in all types of HVAC equipment and controls operation and repair or 5 years related experience. Class S2 Connecticut Heating Technician License required. Refrigerant License required. Must be able to follow verbal and written instructions. College credits a plus.

Physical Exertion/Environmental Conditions: . Ability to lift 75 pounds of weight. Some degree of stress in interacting with staff members, diagnosing problems and meeting deadlines.

Bulletin: The Grade 20 - Master Craftsman-Boiler/HVAC must be able to think quickly and respond fast to requests. He/she must be flexible, with a high energy level and have good organizational and interpersonal skills. The Master Craftsman must be a self-starter, who is comfortable supervising others and working independently solving problems.

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Revised 05/2007