



JOB DESCRIPTION

HVAC Filter/Water Treatment/Hydraulic Mechanic

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The HVAC Filter/Water Treatment/Hydraulic Mechanic, under the direct supervision of the Director of Maintenance, performs air filter changes and HVAC water treatment on all district wide equipment.

EDUCATIONAL / CERTIFICATION / EXPERIENCE REQUIREMENTS:

- High School Diploma or GED
- Valid Texas driver's license, insurable with Judson ISD insurance carrier, and a good driving record
- Technical school diploma from a recognized HVAC trade school is preferred

ADDITIONAL REQUIREMENTS:

- Ability to pass Human Performance Exam (HPE)
- Possesses a mechanical aptitude and is familiar with air conditioning and heating systems
- Skills testing will be required

KNOWLEDGE / SKILLS / ABILITIES:

- Knowledgeable of water treatment requirements of all cooling towers and hydraulic equipment
- Knowledge of mathematical formulas for precise calculation of chemical application
- Ability to meet established deadlines

DUTIES AND RESPONSIBILITIES:

1. Complies with District directives and Maintenance policies and Procedures and follows safety procedures.
2. Performs all filter changes on HVAC equipment.
3. Assists HVAC technicians/mechanics as required.
4. Performs preventive maintenance as directed by HVAC supervisor.
5. Keeps all tools and shop equipment in proper order.
6. Performs water treatment of all cooling towers and hydraulic systems.
7. Performs preventive maintenance on all water pumps and maintains all mechanical rooms.
8. Maintains a current logbook on filter, belt, and motor changes as well as chemical applications.
9. The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills required.

WORKING CONDITIONS:

MENTAL DEMANDS: Able to concentrate, communicate, interpret procedures, reason, understand verbal instructions, analyze, differentiate, memorize, read, coordinate, compile, instruct, and maintain emotional control under stress.

PHYSICAL DEMANDS: Able to lift and/or carry moderate weight (15-44 pounds), sit, stand, walk, climb stairs, ladders, scaffold, or ramps, balance, stoop, kneel, crouch, crawl, pull, push, reach, repetitive hand motions, hear, speak, maintain visual acuity, distinguish colors, drive and travel frequently within the district. Able to work inside and outside in humidity extremes, and works around machinery with moving parts.

SUPERVISORY RESPONSIBILITIES:

None

EQUIPMENT USED:

Meters, gages, welding equipment, ladders, hoists, hand and power tools, pipe bender, propane torch
Light truck or van

Manual Trades Pay Grade: 5

Days: 260

Wage/Hour Status: Nonexempt

Updated: March 3, 2009

The Judson School District considers applicants for all positions without regard to race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition, disability, or any other legally protected status.