

MASTER, HEATING/COOLING

QUALIFICATIONS

- Possess master air conditioning license with City of Jackson
- High school diploma, GED or completed certificate from accredited vocational school
- Must have at least five years responsible climate control experience
- Knowledge and experience in the maintenance and repair of all types of heating, ventilating, and air conditioning and refrigeration equipment
- Chlorofluorocarbon (CFC) certification required
- Valid Mississippi driver's license and insurable by JPS insurance carrier
- Pass drug and background test as outlined by district policy

REPORTS TO

Supervisor of Climate Control

SUPERVISES

N/A

JOB GOAL

To insure that all facilities meet the highest standard for heating and cooling, with the emphasis on safety and efficiency in operation for the educational activities of all students and employees.

ESSENTIAL FUNCTIONS

- Maintains and repairs all air conditioning equipment, combination heating and air conditioning equipment, gas and electric forced-air heating equipment, gas and electric unit heaters, hydronic systems, and energy management systems.
- Maintains and repairs all refrigerators, freezers, walk-in coolers, steam tables, mixers, choppers, slicers, ice machines, water coolers, and electric can openers.
- Replaces existing equipment and installs new equipment when required.
- Makes periodic inspections and performs routine preventive maintenance on all equipment.
- Assists members of the department and others as needed.
- Attends to all necessary paperwork.
- Reviews bid specifications.
- Responds to after-hour calls when needed.
- Submits to random drug testing as requested.
- Performs other related duties as requested or assigned.

EVALUATION

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

SALARY INFORMATION

Classification: Master, Heating/Cooling
Scale: Classified
Grade: G
Days Employed: 258 per school year
Beginning Salary \$14.15-\$21.35
Exception: JPS employees should refer to the Classified Employee Pay Scale Rules of Administration and Implementation.
Overtime: Exempt

CODES

MS Personnel/Accreditation Data: 751027 (Maintenance Workers)
JPSD Job Position Title: N4652