



REVISED
3/19/2025

SUBMITTED:
3/18/2025

JOB TITLE:	MECHANICAL MAINTENANCE
DIVISION:	OPERATIONS
SALARY SCHEDULE/GRADE:	IB/GRADE SEE BELOW
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8273
BARGAINING UNIT:	CLAE

SCOPE OF RESPONSIBILITIES
Maintains, repairs, and replaces refrigeration, heating, ventilating, and air conditioning systems for the school District
PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
Maintains all boiler safety controls in a safe operating condition
Maintains, repairs, and replaces gas; gas/oil or oil fired burners
Maintains, repairs, and replaces all electrical/electronic components of heating and air conditioning equipment
Maintains, repairs, and replaces all chillers and associated controls
Maintains, repairs, and replaces all rooftop, central air condition units, heat pumps, and window type units
Repairs and rebuilds semi-hermetic reciprocating compressors and compressors for refrigeration machines
Maintains, repairs, and replaces all force air furnaces and unit heaters
Maintains, repairs, and replaces exhaust fans and related ventilating equipment
Replaces motors on unit ventilators, fan coils, and air handling equipment
Checks and maintains hot water heaters
Maintains, repairs, and replaces food service and refrigeration equipment
Completes accurate work orders with respect to labor and material used
Completes all training and other compliance requirements as assigned and by the designated deadline
Performs other duties as assigned by supervisor
PHYSICAL DEMANDS
This work is conducted in an office setting, school-based setting, warehouse setting, production/assembly line setting and outside of a building. This position has both inside and outside environmental conditions, where protection from weather conditions is maintained while working inside. There are no protections from temperature changes or atmospheric conditions either inside or outside of the work location.
The following physical activities are required occasionally (up to 50% of the workweek): balancing, bending, climbing crouching, kneeling, lifting up to 75 lbs., pulling up to 75 lbs., pushing up to 75 lbs., reaching, standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).
MINIMUM QUALIFICATIONS
High School Diploma or G.E.D.
Completed an apprenticeship or equivalent combination of experience and training
Three (3) years of experience in commercial heating, air conditioning, and controls
Refrigeration Handling Certification Type I or Type II
Valid Kentucky HVAC Journeyman license
Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS

Knowledge of state and local heating codes

Experience in a diverse workplace

MINIMUM QUALIFICATIONS- MECHANICAL TECHNICIAN III, IB/GRADE 9 JOB CLASS_8273_____

High School Diploma or G.E.D.

Five (5) years of experience in commercial heating, air conditioning, and controls

Refrigeration Handling Certification Type I or Type II

Valid driver's license

Effective communication skills

DESIRABLE QUALIFICATIONS

Knowledge of state and local heating codes

Experience in a diverse workplace

MINIMUM QUALIFICATIONS- MECHANICAL TECHNICIAN II, IB/GRADE 7 JOB CLASS_8275_____

High School Diploma or G.E.D.

Three (3) years of experience in commercial heating, air conditioning, and controls

Valid driver's license

Effective communication skills

DESIRABLE QUALIFICATIONS

Knowledge of state and local heating codes

Experience in a diverse workplace

MINIMUM QUALIFICATIONS- MECHANICAL TECHNICIAN I, IB/GRADE 5 JOB CLASS_8276_____

High School Diploma or G.E.D.

Valid driver's license

Effective communication skills

DESIRABLE QUALIFICATIONS

Knowledge of state and local heating codes

Experience in this field

Experience in a diverse workplace

FOOTNOTE

