

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE: Supervisor, HVAC and Refrigeration

CLASSIFICATION: Classified Represented Supervisor (CSA)

SERIES: Supervisor IV

Interpersonal skills using tact, patience, and courtesy.
Basic budget preparation and control.
Operation of a computer terminal and other office equipment.
Boilers, boiler controls, electrical and air thermostats, pumps, domestic hot water supply systems, and water treatment and control of boilers.
Refrigeration cycle and operation, and the maintenance and repair of components of refrigeration systems.
Water supply systems of swimming pools and water treatment for swimming pools.
Electrical, mechanical, and plumbing codes.
Soldering of compressors, components, and fittings.
Methods, materials, tools, and equipment used in the maintenance and repair of ventilation and heating equipment.
Building codes, policies, regulations, and guidelines pertaining to a typical school.
Appropriate sections of the federal Clean Air Act and related EPA regulations.
Basic record-keeping techniques.
Safe working methods and procedures.
Proper use of refrigerant recovery equipment and safe disposal of refrigerant containers.
Health and safety regulations, standards, and OSHA codes.
Technical aspects of field of specialty.

ABILITY TO:

Supervise, plan, organize, coordinate, and direct the maintenance and repair of HVAC and refrigeration systems in school buildings requiring independent judgment and analysis.
Supervise, train, and evaluate the performance of assigned staff.
Communicate effectively, and maintain cooperative relationships.
Analyze situations accurately, and adopt an effective course of action.
Prioritize, schedule, and assign work.
Work alternate work schedules.
Work mandatory overtime hours during critical periods throughout the year.
Perform journey-

Hearing and speaking to exchange information; seeing to read work orders, blueprints, shop drawings, sketches, manuals, diagrams, and monitor activities; walking or standing for extended periods of time; dexterity of hands and fingers to operate a computer and specialized hand tools and equipment; climbing ladders and working from