
NORTH EAST INDEPENDENT SCHOOL DISTRICT
8961 Tesoro Dr. San Antonio, TX 78217
www.neisd.net

EMPLOYMENT BULLETIN

In compliance with Policy DC, you are requested to place this announcement on the bulletin board.

**HEATING, VENTILATION AND
AIR CONDITIONING/ REFRIGERATION TECHNICIAN II
FACILITY MAINTENANCE
SECOND SHIFT**

MINIMUM QUALIFICATIONS:

- High School Diploma or General Education Degree (GED)
- One year certificate from accredited college or technical school a plus
- Fifteen years related experience and/or training in commercial or residential equipment; or equivalent combination of education and experience
- Must possess a Texas State Class B, Class A or Combination A License or able to obtain a license within one year of hire
- Valid Texas Drivers License with driving record that meets the requirements of the District

MAJOR PERFORMANCE RESPONSIBILITIES:

- Required to resolve an HVAC/Refrigeration emergency in the absence of the General Foreman
- Provide recommendations to the General Foreman on the modification of applications to EMCS software programs
- Provide feasibility and cost analysis for upgrade, life extension or replacement of antiquated systems
- Conduct and maintain formal preventive maintenance programs for HVAC and Boiler systems
- Responsible for the management, reclamation, control and efforts to reduce the use of all ozone depleting substances
- Assign work to be performed, indicating methods to be used and explaining the more difficult technical requirements of the task to be performed on the basis of individual qualifications
- Review new work orders, perform site visits to determine resources (time, material and skills) needed and prepare written estimates or plans to accomplish the work or project
- Perform frequent visits to various work sites to ensure that crew sizes are adequate, work methods are consistent with good engineering and safety practices, workers have proper tools and equipment to do the assigned work, work is progressing satisfactorily and all workers are properly controlled, supervised and accounted for
- Promote direct customer interaction with the Work Controller to resolve routine maintenance concerns and issues at the local and lowest level possible
- Keep the General Foreman apprised of disciplinary issues when problems with behavior and/or performance occur
- Performs other duties as may be assigned

TERMS OF EMPLOYMENT:

****MONDAY-THURSDAY 12:30PM-11PM** **Plus shift differential .85 cents per hour****

HOURLY: \$18.84-\$22.42 PAY GRADE: O8 WORK DAYS: 260

Interested persons should submit a letter of intent with a résumé to: North East ISD Human Resources Department, 8961 Tesoro Dr., Suite 200, San Antonio, TX 78217, or email the information to employment@neisd.net. Those who are not district employees must complete an online application at www.neisd.net before submitting the letter of intent and résumé. Only those persons meeting the minimum qualifications will be considered. Not all applicants will be interviewed.

<p>This Position Remains Open Until Filled AN EQUAL OPPORTUNITY EMPLOYER</p>
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