

THE UNIVERSITY OF WYOMING JOB DESCRIPTION

This is a description of a staff position at the University of Wyoming not a job opening announcement. Look for current job openings at the following link: [UW Human Resources](#).

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

Title: REFRIGERATION/APPLIANCE TECHNICIAN

Reports To: Designated Supervisor

UW Job Code: 6043

UW Job Family: 62 - Crafts/Trades

SOC Code: 49-9021

FLSA: Non-exempt

Pay Grade: 20

Date: 3-1-08

JOB PURPOSE:

Install, maintain and repair compressors, condensers, valves, controls, electric motors, commercial appliances, equipment chillers, scientific and research equipment; know governing regulations, state and federal, including those applicable to indoor air quality regulations; provide periodic on-call services twenty-four (24) hours daily, seven (7) days per week.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Install, maintain and repair commercial kitchen equipment including, but not limited to fryers, refrigerators, ovens, coolers, dishwashers, freezers, chillers, and ice machines.
- Install, maintain and repair residential refrigerators.
- Install, maintain and repair autoclaves, dishwashers, and environmental enclosures.
- Perform refrigerant recovery.
- Install, maintain and repair air-conditioning components on HVAC equipment.
- Install, maintain and repair ice machines.
- Install, maintain and repair compressors, condensers, valves, controls, electric motors, chillers, commercial appliances and scientific research equipment.
- Perform on-call services, twenty-four (24) hours daily, seven (7) days per week.

SUPPLEMENTAL FUNCTIONS:

- Assist in job-related parts acquisition and inventory.
- Communicate with customers about job status, issues and other information.
- Supervise assigned student worker(s).

COMPETENCIES:

- Service Orientation
- Consistency
- Stress Tolerance
- Technical/Professional Knowledge
- Quality Orientation
- Analysis/Problem Identification

MINIMUM QUALIFICATIONS:

Education: **High School Diploma or GED, plus completion of a U.S. Department of Labor approved, 5 year apprenticeship program for Refrigeration, Heating, and Air Conditioning that meets their requirements to obtain journeyman-level status, or an**

- **Associate's degree and 3 years related journey-level work experience.**

Experience: **3 years work-related experience**

Required licensure, certification, registration or other requirements:

- **Valid driver's license**
- **EPA certification for refrigerant usage and recovery**

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Current trade methods, materials and equipment.
- Applicable University, state and federal regulations, policies and procedures.
- Operation, maintenance, and repair of food service industry equipment such as fryers, refrigerators, ovens, coolers, dishwashers, freezers, chillers, ice machines.
- General appliance maintenance methods, techniques, equipment, supplies and manual and power tools.
- Installation, maintenance and repair of compressors, condensers, valves, controls, electric motors, chillers, commercial appliances and scientific research equipment.
- General research equipment maintenance for autoclaves, refrigerators and dishwashers.
- Proper safety methods and techniques.
- Local fire and electrical codes.
- Air-conditioning components on HVAC equipment.
- Refrigeration principles and refrigeration equipment operation methods.
- Control apparatus principles including switches, relays and thermostats.
- Electrical troubleshooting and repair principles, methods and techniques.
- Federal, state, and local regulations, guidelines, and standards pertaining to indoor air quality and refrigerant recovery.
- Occupational hazards and safety precautions of the trade.
- Supervisory methods and techniques.
- Project and time management principles, practices, and techniques.

Skills and Abilities to:

- Understand and follow advanced verbal and written instructions.
- Effectively communicate clearly and concisely, both orally and in writing.
- Read and interpret drawings, sketches, schematics, diagrams and specifications.
- Perform installation, maintenance and repair of various appliances including, but not limited to fryers, refrigerators, ovens, coolers, dishwashers, freezers, chillers, ice machines, and the like.
- Troubleshoot problems and isolate defects.
- Supervise and train assigned student worker(s) staff, including organizing, prioritizing, and scheduling work.
- Consult with customers, as needed to determine needed repairs.
- Lift and/or manipulate objects weighing up to 50 pounds up to one-third of the time.
- Maintain thorough and accurate maintenance and other records.
- Safely and efficiently operate, maintain, and repair equipment, machinery, and manual and power tools including, but not limited to voltmeters, amp meters, specialized equipment such as vacuum pumps, refrigerant recovery systems and compound gauges.
- Use hand and power tools applicable to the trade, including refrigerant recovery system.
- Work as a team member and foster a cooperative work environment.

WORKING CONDITIONS:

Various in/outdoor environments including food service kitchen areas; residential areas; research areas including labs; roof areas and mechanical rooms; exposure to odors, noise, mechanical, electrical and chemical hazards associated with applicable trade; perform repair and maintenance work in tight spaces.

Authorized by Classification/Compensation, Human Resources

Employees may be requested to perform job-related tasks other than those specifically presented in this description. Participating in the University's hazardous waste minimization program is part of the job of each employee who uses (or may come in contact with) hazardous materials. Fair Labor Standards Act (exempt/non-exempt) is designated by position. University of Wyoming actively supports Americans with Disabilities Act and will consider reasonable accommodations.