



**Job Title:** HVAC Service Technician

**Reports To:** HVAC Service Manager

**Job Summary:**

The HVAC Service Technician is responsible for the maintenance, repair, and installation of HVAC systems. This role involves performing skilled tasks in installing, maintaining, repairing, and servicing various equipment, either independently or under the supervision of the HVAC Service Manager.

**Essential Functions and Responsibilities:**

\*Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions.\*

- Install, maintain, and repair heating, ventilation, and air conditioning systems and equipment.
- Identify maintenance risks on equipment and diagnose electrical and mechanical faults for HVAC systems.
- Clean, adjust, and repair systems, performing warranty services as required.
- Provide prompt and efficient emergency repairs.
- Offer technical direction and on-the-job training to junior technicians.
- Maintain daily logs and records of all maintenance functions.
- Ensure compliance with appliance standards, the Occupational Health and Safety Act, and other relevant regulations.
- Assist with customer queries and collect payment at the time of service.
- Work in both residential and light commercial settings (new construction and remodel) with a positive attitude.
- Demonstrate mechanical aptitude and safe operation of power and hand tools.
- Create accurate materials lists and manage materials efficiently without waste.
- Exhibit strong customer service skills and professional interaction with teammates and dispatcher.
- Be available for night, weekend, and holiday work as part of an on-call rotation.

**Requirements:**

- High school diploma, GED, or suitable equivalent.
- 1+ years of experience as an HVAC technician, with a willingness to continue education in the HVAC field.
- Valid driver's license with an insurable driving record.
- Understanding of advanced principles of heating, ventilation, and air conditioning.
- Working knowledge of boiler systems and proficiency in reading schematics and work plans.
- EPA Certification (specify level required).
- Ability to work from a ladder, in confined spaces, and after hours, including weekends and public holidays with short or no notice.
- Excellent written, verbal, and interpersonal skills.
- Commitment to attending continuing education, classes, or seminars related to the HVAC field.

**Physical Demands:**

- Ability to twist the trunk of the body 90 degrees in each direction.



- Ability to stand on concrete surfaces for extended periods, routinely up to 4 hours.
- Regular use of hands, fingers, walking, stooping, kneeling, and climbing ladders.
- Ability to lift and move up to 10 lbs regularly and up to 50 lbs frequently (may occasionally lift and/or move more than 50 lbs. with special approval).
- Ability to work in various weather conditions.

**Work Hours:**

Monday through Friday, 8 am to 5 pm, with an on-call rotation.

**Travel Required:**

A company vehicle will be provided during working hours and when on call.

**Other Duties:**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Fosters Kraus is an Equal Opportunity Employer.