

**CLARKSVILLE-MONTGOMERY COUNTY SCHOOL SYSTEM
CLARKSVILLE, TENNESSEE
CLASSIFIED JOB DESCRIPTION**

Job Title: Child Nutrition Equipment Technician**Department:** Child Nutrition

Grade J
H.P.D. 8
D.P.Y. 260

Job Description**Date Reviewed:** January 2023**Reports To:** Child Nutrition District
Equipment Manager**Purpose of Job**

The purpose of this job is to perform skilled functions associated with the installation, repair and maintenance of Child Nutrition commercial foodservice equipment and systems. Duties and responsibilities include installing/repairing Child Nutrition commercial foodservice equipment of all types to include but not limited to ovens, dish machines, coolers, freezers, serving lines and other related commercial kitchen equipment. Installs and recovers refrigerants; performs general and preventative maintenance; responds to routine and emergency service calls to include after hours and weekends, as directed by the supervisor; operates various tools and equipment; prepares documentation; and performs other duties as assigned by the Supervisor.

Essential Duties and Responsibilities

The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Provides installation, repair, and maintenance on all Child Nutrition commercial foodservice equipment used for food storage, preparation, serving, disposal and cleaning, using and/or operating mechanics tools, diagnostic instruments, refrigeration tools, acetylene torch, recovery unit, vacuum pumps, pressure gauges, multi-meter, probes, leak detectors, regulators, ladders, hand/power tools, refrigerant recovery jugs of various types, nitrogen cylinders, lifts, and plumbing tools.

Provides general and preventative maintenance on a variety of Child Nutrition commercial foodservice appliances, including, but not limited to: reach-in/roll-thru refrigerators and freezers, walk in coolers and freezers, blast chillers, beverage coolers, cold drink stations, ice machines, hot/cold serving lines, reach-in/roll-thru heated holding cabinets, mobile heated cabinets, fryers, pizza ovens, convection ovens, convection steamers, combination ovens, skillets, slicers, can openers, pot & pan machines/ rack conveyor dish machines, garbage disposals, microwave ovens, water softeners, etc.

Required to work on electric commercial appliances that are both high and low voltage; single and three phase equipment, as well as, gas appliances including, but not limited to, repairing or adding to existing gas and electrical connections. Reads and uses electrical schematics and wiring diagrams, and also blue prints to repair and maintain both single and three phase circuits.

Provides information, measurements and utilities to CND Equipment Manager for upcoming projects and equipment repair/replacement.

Requires individual to be exposed to sun, extreme cold, and weather conditions for long periods of time; also required to work in conditions of high dust and pollen count.

Prepares and/or receives various forms of documentation, processes and forwards as appropriate, in regards to equipment maintenance, work orders and scheduled maintenance reports.

Ensures proper handling, installation, and recovery of refrigerants of various types (i.e. R404A, R414B, R408A, R22, R134A, R507, R409, and R12), and also requires working knowledge of saturation temperatures and boiling points of these refrigerants. Under EPA regulations after installation or recovery of refrigerants weight measurements have to be recorded. Also recovers all refrigerants from refrigeration units before disposal.

Rebuilds garbage disposals including new bearings and seals.

Provides maintenance on water softeners and equipment water filtration systems.

Provides preventative maintenance on tools, machinery, equipment (i.e. cleaning coils, fan blades and motors, and deliming steamers and combination ovens), and properly tests these, ensuring readiness and the achievement of safety standards.

Requires a working knowledge of all types of commercial refrigeration systems. Required to inspect work performed by contractors to ensure proper installation and operation of equipment and advises supervisor of findings.

Recognizes occupational hazards and takes appropriate safety precautions to include using proper lockout/tag out procedure and PPE wear. Inspects facilities to determine needed repairs.

Maintains assigned vehicle, equipment, and tools for the purpose of ensuring availability in a safe operating condition.

Maintains and responsible for district supplied credit card and receipts. Follows department/district spending policies.

Monitors district wide temperature monitoring system for coolers and freezers and reacts to alarms during normal business hours.

Additional Job Functions

Performs other duties as required.

Responsible for maintaining/repairing equipment to include coolers/freezers in a timely manner when needs arise and or as directed by supervisor (to include after normal hours and weekends) to ensure safety/usability and equipment maintains proper working order and/or temperature.

Minimum Training and Experience Required to Perform Essential Job Functions

High School Diploma (or equivalent) and Vocational or technical school training required, with a minimum of three years of repairing commercial foodservice equipment experience, preferably within a

local government (or related); or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Valid Tennessee driver's license and Universal EPA Refrigerant Recovery Certification required.

KNOWLEDGE OF JOB

Has considerable knowledge of the policies, procedures, and activities of the School System and equipment repair practices as they pertain to the performance of duties relating to the job of Child Nutrition Equipment Repair Technician. Has considerable knowledge of equipment repair practices as necessary in the completion of daily responsibilities. Knows how to develop and administer operations and staff plans and objectives for the expedience and effectiveness of specific duties of the department. Knows how to keep abreast of any changes in policy, methods, computer operations, equipment needs, etc. as they pertain to departmental operations and activities. Is able to effectively communicate and interact with supervisors, members of the general public and all other groups involved in the activities of the department. Is able to assemble information and make written reports and documents in a concise, clear and effective manner. Has good organizational, human relations, and technical skills. Is able to use independent judgment and work with little direct supervision when necessary. Has the ability to comprehend, interpret, and apply regulations, procedures, and related information. Has comprehensive knowledge of the terminology, principles, and methods utilized within the department. Has the mathematical ability to handle required calculations.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

REQUIRED SKILLS, ABILITIES AND PHYSICAL REQUIREMENTS:

- Must be able to do occasional lifting, carrying, pushing and/or pulling of up to __ pounds, standing, sitting, walking, bending, stooping or kneeling;
- Must be able to traverse school facility;
- Must have significant fine finger dexterity;
- Must be able to operate standard office equipment including pertinent and required software applications;
- Must possess excellent language skills (verbal and written) requiring the ability to read informational documentation, directions, instructions, policies and procedures related to this job, requiring the ability to give assignments and/or directions to co-workers, assistants, supervisors, students and parents/guardians, requiring the ability to deliver verbal and written communications in English language;
- Must possess excellent interpersonal skills with ability to interact with people (staff, supervisors, parents/guardians, students) and maintain professionalism and tact in all situations, including emergent ones, must be able to maintain constructive relationships;
- Must possess excellent organizational skills and attention to detail;
- Must be able to perform multiple, highly complex, technical tasks with periodic need to enhance skills in order to meet changing job conditions.
- Must be able to apply assessment instruments and analyze data and possess problem-solving skills.
- Must be able to make independent judgments in absence of supervision.

ATTENDANCE: A regular and dependable level of attendance is an essential function for this position.

The Clarksville-Montgomery County School System is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the school system may provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. Signatures below indicate the receipt and review of this job description by the employee assigned to the job and the immediate supervisor.

Employee's Signature

Supervisor's Signature

Employee's Munis Number

Date

Date