



Job Title:	Lead Equipment Technician	Wage/Hour Status:	Nonexempt
Reports to:	Student Nutrition Director	Pay Grade:	Maintenance Pay Grade 4
Dept./School:	Student Nutrition	Date Revised:	04-11-11

Primary Purpose:

Under general supervision, maintain, repair, and install food service cooking, cleaning and food preparation equipment and food service refrigeration equipment throughout the district.

Qualifications:

Education/Certification:

High school diploma or GED
Valid Texas driver's license
EPA Certified Refrigerant Technician

Special Knowledge/Skills:

Knowledge of commercial kitchen equipment repairs, maintenance, and installation techniques
Ability to follow verbal and written instructions
Ability to perform mathematical calculations
Ability to diagnose and resolve problems and work independently
Ability to use hand and power tools
Proficient in the use of all commonly used commercial food service trouble shooting meters and tools

Experience:

Minimum five years experience in commercial or school food service equipment field

Major Responsibilities and Duties:

Maintenance and Repair

1. Diagnose, troubleshoot, and repair malfunctions in large commercial warehouse freezer/cooler.
2. Install new commercial kitchen equipment and components.
3. Repair, replace, or calibrate controls, thermostats, switches, fuses, and electrical wiring. (Both electronic and pneumatic)
4. Fabricate, assemble, and install gas, water and drain piping according to specifications and code.
5. Diagnose, troubleshoot, and repair commercial refrigeration equipment (i.e., walk in and reach in refrigerators and freezers and ice machines and dispensers).
6. Analyze and interpret blueprints, diagrams, schematics, and written reference material.
7. Diagnose, troubleshoot, and repair gas and electric steamers, mixers, slicers, food processors, convection ovens, dishwashers, garbage disposals, steam line tables, vent-a-hoods, booster water heaters, etc.
8. Wire and connect motors, compressors, temperature controls, and humidity controls according to wiring schematics.
9. Maintain refrigerant dispensing records to meet federal requirements.

10. Maintain preventive maintenance schedules and procedures for all kitchen equipment, including changing of filters and cleaning condensers and coils.
11. Receive and complete work orders.
12. Select material and hardware and make time and materials estimates.
13. Maintain accurate written records on material and labor used.
14. Maintain inventory of district-owned tools, equipment, and materials.
15. Inspect jobs upon completion and ensure areas are clean.
16. Work with cafeteria managers and supervisors to complete projects.
17. Detect needed repairs on equipment following established inspection procedures.
18. Respond to emergency calls as needed.

Safety

19. Perform preventive maintenance on tools and equipment.
20. Operate tools and equipment according to established safety procedures.
21. Ensure that equipment is in safe operating condition.
22. Follow established safety procedures and techniques to perform job duties, including lifting, climbing, etc.
23. Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.

Supervisory Responsibilities:

Kitchen equipment helpers and apprentices

Equipment Used:

Meters, gages, welding equipment, ladder, hoist, hand and power tools, pipe bender, torches. Light truck or van. Vacuum pumps, refrigerant recovery machine, work on a scaffold or power lift up to 30 feet above ground or platform level.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Continual walking, standing, climbing, stooping, bending, kneeling, reaching, and heavy lifting and carrying. Work in tiring and uncomfortable positions, outside and inside. Exposure to extreme temperatures. Frequent district wide travel

NOTE: The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, or skills that may be required.