



## HVAC INSTALLATION / SERVICE TECHNICIAN

### The Function Of This Position Is To:

- Replace, modify, and/or install heat pumps, gas furnaces, air conditioners, duct distribution systems, boilers, water heaters, and related piping and electrical to meet or exceed the manufacturer's recommendations and local codes.
- Can startup installed equipment and adjust to the manufacturers and job specification.
- Can troubleshoot, adapt, and resolve/repair all issues that arise during an installation that would keep the equipment from functioning properly.
- Can independently perform maintenance service related calls and be willing to take on more challenging service trouble calls if they arise or opportunity is given.
- Can perform basic plumbing tasks as needed on installation or service jobs.
- Communicate with the customer regarding the proper operation and owner's maintenance of the installed equipment. Answer related questions as to operation, features, and functions to the homeowner.
- Have customer sign necessary paper work and collect payments as directed.

### HVAC Installer Technician Requirements/Responsibilities/Duties/Functions/Tasks:

- Must have 3 years of proficient experience in the HVAC industry.
- Hold a current Maryland HVACR journeyman license or be willing to obtain one within a year of employment. **Note - The Company is very helpful in getting the knowledge, training and hours necessary to complete this goal.**
- Hold a CFC certification.
- Have a good driving record.
- Must be willing to participate on call once every 4 weeks.
- Must have a customer service attitude.
- Must have a good working knowledge of products and services being offered. This may require additional study and training both on and off sites which would company provided.
- Communicate with Service Department manager throughout each installation project in order to assure proper, prompt completion of the job.



- Continuously improve knowledge of construction in general, and learn how Home Heating and Cooling operates to benefit the customer.
- Establish goals and objectives as they relate to your position, along with a plan of action to attain or exceed set goals.
- Regularly review and monitor progress against goals and seek assistance as needed.
- Communicate effectively with associates, manager, vendors, and customers.
- Should be able to read and interpret blueprints and technical drawings and specification.
- Can accurately list/order materials and supplies for use on the jobs.
- Efficiently manage his/her time and schedules.
- Should also be very familiar with the use of smart phones, email, and outlook.
- Be capable of understanding client needs. Continuously learn through training from suppliers, seminars, independent study, and other employees.
- Maintain a neat, clean, and professional appearance.
- Other duties as assigned

#### **HVAC Installer / Service Technicians Job Benefits & Compensation:**

- Great starting pay with the capability of greater earring potential as you perform for the company.
- On call bonus pay.
- Smart phone provided.
- Personal tool account privileges so you can have the necessary tools to do the job.
- Take home service vehicle.
- Company uniforms provided.
- Health insurance and 401k after your probationary period with the company.
- Vacation, holiday and paid sick time provided after your initial probationary period with the company.
- Continuing education and training company provided.
- Great team atmosphere working alongside professionals daily.
- Career opportunity.