

Employee Requisition Form

Position to Be Filled: HVAC Technician

Purpose: Provide exemplary customer service to the Tachi Palace Casino Resort by installing, servicing, and repairing of environmental control systems through the application of an in-depth knowledge of heating and Air Conditioning systems.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Install new or replacement parts for existing units or new installations according to specification and established safety guidelines.
- Install, performs maintenance and service repairs on heating ventilation and air conditioning systems.
- Uses a variety of hand tools, following blueprints, wiring diagrams, piping schemes or engineering specifications, to diagnose and repair units.
- Performs preventative maintenance, site surveys, replacement, and modifications as needed.
- Completes all necessary paperwork in a timely manner.
- Responsible for monitoring performance and performing timely evaluations on subordinates Comply with all departmental policies, procedure, and directives.
- High School Diploma or GED preferred.
- Technical school or formal technical skills training
- EPA Certification. Minimum 1-year related experience and/or training; and/or equivalent combination of education and experience.
- Must be able to work from oral and written instructions.
- Any other duties as assigned.

Reports To: HVAC Supervisor

Starting Rate of Pay: D.O.E

Approximate Hours: 40

Date Needed: ASAP

Filling Deadline: Open Until Filled