

**CLARK COUNTY SCHOOL DISTRICT  
HUMAN RESOURCES DIVISION**

**CHIEF REFRIGERATION ENGINEER**

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Class Code: 5320

Job Family: Food Service

Classification: Support Staff

Terms of Employment: Pay Grade 59 on the Support Staff Salary Schedule

FLSA STATUS: NON-EXEMPT

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**POSITION SUMMARY:**

Under general supervision, this position is responsible for the daily operation, preventative maintenance, and repair of all refrigeration systems in and around the Clark County School District Cold Storage Facility including the Ammonia Refrigeration Plant and ancillary equipment.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Supervise and direct the activities of the Food Service maintenance staff in the Central Kitchen and warehouse with respect to the proper operation and care of refrigeration systems.
2. Plan, supervise, and direct the execution of all refrigeration maintenance activities in and around the Clark County School District Cold Storage freezers, refrigerators, warehouse, Central Kitchen, and administrative offices.
3. Troubleshoot, repair, maintain, install, and operate refrigeration systems, process heating, compressed air systems, and other assigned warehouse maintenance requirements in accordance with all national and state codes and standards.
4. Troubleshoot, repair, maintain, rebuild, install and replace valves on compressors, pumps, evaporators, and condensers.
5. Monitor and operate computer software programs to control functioning of refrigeration equipment.
6. Interpret, train, and apply all guidelines and instructions set forth by Process Safety Management (PSM), Risk Management Plan (RMP), and the Chemical Accident Prevention Programs (CAPP).
7. Must be HAZMAT competent.
8. Implement and sustain an effective preventative maintenance program for the engine room and associate components as prescribed by the PSM.
9. Assist plant manager in the ongoing development and adjustment of the Preventative Maintenance Program (PMP) by making recommendations for changes that will improve the effectiveness of the program.
10. Assist plant manager with the creation, development, and/or improvement of Standard Operating Procedures for Ammonia Plant and Central Kitchen equipment.
11. Responsible for operating, maintaining, and repairing equipment such as rooftop air conditioning units, blast chillers, tumble chillers, ice builders, walk-in refrigerators/freezers, cook-chill steam kettles, and all other chilled equipment used in cooking.
12. Perform inspections of refrigeration systems, food processing equipment, ammonia detection systems, fire protection systems, compressed air systems, engine room, and other facility components related to refrigeration systems at intervals prescribed by the PSM or plant management.
13. Document all inspections and provide records to management to ensure maximum operating efficiency in order to conform to all required District, state, and federal health and safety rules.
14. Responsible for training all food service maintenance employees (i.e., Food Service Equipment Technicians, Food Service Maintenance Supervisor, Skilled Trades Assistants), with the proper operation and use of refrigeration systems.
15. May assist plant manager in selecting and/or supervising contractors and approving contractor payments.  
May assist plant manager, accounting coordinator, and Food Service administrator to develop yearly budget for Food Service building refrigeration operations and maintenance.

16. Provide communication with plant manager, District personnel (Facilities and Maintenance leaders) regarding the plant's refrigeration activities, (i.e., visual check of major components associated with the ammonia refrigeration system and major repair or replacement of components).
17. Uses computerized record keeping system to maintain a service log on all refrigeration equipment repaired.
18. Provides input for the evaluation of assigned staff.
19. May perform first aid and/or Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED), when necessary.
20. Conforms to safety standards as prescribed.
21. Performs other tasks related to the position as assigned.

#### DISTINGUISHING CHARACTERISTICS:

Involves work in the refrigeration trades to repair and/or maintain facility in accordance with Maintenance Department guidelines and PSM.

#### KNOWLEDGE, SKILLS, AND ABILITIES (Position Expectations):

1. Knowledge of refrigeration, mechanical, electrical, and plumbing systems.
2. Knowledge of ammonia refrigeration equipment, pumps and compressed air systems.
3. Knowledge of computer maintenance control systems; reading and use of process flow diagrams, piping, and instrumentation diagrams and "as built" drawings.
4. Knowledge of ammonia refrigeration equipment, pumps, and compressed air systems.
5. Knowledge of first aid, CPR/AED, and Universal Precautions.
6. Excellent oral and written communications skills.
7. Ability to recognize, understand, and interpret local, state, and national codes: such as, UBC, UMC, UPC, NEC, and EPA.
8. Ability to exercise judgment as to when to act independently and when to refer situations to an administrator.
9. Ability to interpret and apply technical instructions and operating procedures.
10. Ability to read and interpret written and/or oral instructions.
11. Ability to perform mathematical computations and analysis.
12. Ability to operate, maintain and keep inventory of hand and power tools, equipment such as, meters, gauges, and personal protective equipment.
13. Ability to use a computer as an analytical tool.
14. Ability to meet predetermined deadlines.
15. Ability to perform strenuous physical work.
16. Ability to safely move and relocate heavy objects.
17. Ability to read and interpret blueprints, schematics, specifications, and plans.
18. Ability to work flexible hours or shifts.
19. Ability to work in confined areas.
20. Ability to withstand heights and perform work safely.
21. Ability to work cooperatively with employees, contractors/vendors, and students.
22. Ability to recognize and report hazards and apply safe work methods.
23. Possess physical and mental stamina commensurate with the responsibilities of the position.

#### POSITION REQUIREMENTS:

Education, Training, and Experience:

1. High school graduation or other equivalent, (i.e., GED, college, technical, or trade school, foreign equivalency, etc.).
2. Two (2) years technical training in HVAC/refrigeration; plus, five (5) years experience in refrigerant blends, CFC's HCFC's, and ammonia refrigeration systems; or,  
Four (4) years technical training in ammonia refrigeration systems; plus, two (2) years experience in (hands-on) ammonia blends, CFC's, HCFC's, and refrigeration systems.

Licenses and Certificates:

1. Industrial Refrigeration Certification for ammonia refrigeration system.

2. A valid driver's license that allows the applicant/employee to legally operate a vehicle in Nevada. License must be maintained for the duration of the assignment.
3. Copy of current driving history issued by the Department of Motor Vehicles at time of application or Qualified Selection Pool (QSP) placement and at time of interview prior to final selection.
4. Certification as a Universal Refrigerant Handler in accordance with EPA Federal Regulation 40, CFR 82. Certification must be maintained for the duration of the assignment.
5. Current Southern Nevada Food Handler Health Card at time of application or Qualified Selection Pool (QSP) placement and at time of interview prior to final selection. Health card must be maintained for the duration of the assignment.
6. Current First Aid certificate from the American Heart Association, American Red Cross, or other similar organization. Certification must be maintained for the duration of the assignment. Certification training must be in person and include a hands-on component. Online courses will not be accepted. (If certification is not in possession at time of application, it must be obtained within one (1) month of hire date).
7. Current Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) certificate from the American Heart Association, American Red Cross, or other similar organization. Certification must be maintained for the duration of the assignment. Certification training must be in person and include a hands-on component. Online courses will not be accepted. (If certification is not in possession at time of application, it must be obtained within two (2) months of hire date).

Preferred Qualifications:

1. Member of IIAR (International Institute of Ammonia Refrigeration).
2. A.A.S. degree in Industrial Maintenance Technology.
3. Management experience and good communication skills.

DOCUMENT(S) REQUIRED AT TIME OF APPLICATION:

1. High school graduation or other equivalent, (i.e., GED, college, technical, or trade school transcript, foreign equivalency, etc.).
2. College transcript(s) if applicable.
3. Industrial Refrigeration Certification for ammonia refrigeration system.
4. A valid driver's license that allows the applicant/employee to legally operate a vehicle in Nevada.
5. Universal Refrigerant Handler Certification.
6. Copy of current driving history issued by the Department of Motor Vehicles.
7. Current Southern Nevada Food Handler Health Card if applicable.
8. Current First Aid certificate as indicated above.
9. Current Cardiopulmonary Resuscitation/Automatic External Defibrillator certificate as indicated above.
10. Specific documented evidence of training and experience to satisfy qualifications.

EXAMPLES OF ASSIGNED WORK AREAS:

Clark County School District schools and District facilities.

WORK ENVIRONMENT:

Strength: Medium/Heavy – exert force of 50-100 lbs, frequently; 25-50 lbs, occasionally; or up to 10-20 lbs, constantly.

Physical Demands: Frequent sitting, standing, walking, pushing, pulling, carrying, climbing, balancing, stooping, kneeling, crouching, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person or over the telephone. Vision: Frequent near and far acuity, depth perception and focal length change, and color vision.

Environmental Conditions: Varies from a climate-controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise intensity levels ranging from moderate to loud for occasional to frequent time periods.

Hazards: Exposure to frequent electric shock. Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

EXAMPLES OF EQUIPMENT/SUPPLIES USED TO PERFORM TASKS:

District-issued/personal vehicles, various computers and software applications, computerized maintenance control systems, use of hand tools, power tools, ruler, calculator, volt-ohm ammeter (multi-meter), thermometer, pressure gauge, psychrometer, linear displacement meter, micrometer, emergency and personal protective equipment, telephones, fax machines, copy machines, two-way radios, hydraulic lift-gates, fork lifts, pallet jacks (electric), scissor lifts, hand trucks, ladders, etc.

**An Affirmative Action/Equal Opportunity Employer**

This employer does not knowingly discriminate on the basis of race, color, religion, sex, sexual orientation, age, disability, or national origin.

Individuals with a disability who require reasonable accommodation(s) during any step of the screening process or who have questions about qualifications should notify a representative in Support Staff Personnel Services. Notification may be made in person, in writing, or by calling: (702) 855-5444.