

Service Tech Level 1

Reports To: Service Manager

Required Qualifications

- Demonstrate mechanical aptitude
- Valid drivers license
- Willingness to invest in tools used in the Service of HVAC equipment
- Willingness to invest time in training seminars and classes.
- Operate power and hand tools safely
- Basic knowledge of electrical and refrigeration principles.
- Basic knowledge of service tools and testing devices.

- Perform filter changes and do filter checklist paperwork unassisted.
- Perform planned maintenance with assistance of a Service Technician 3 or 4
- Follow directions as given.
- Work from 28' extension ladder and 12' step ladder.
- Commit to developing customer service skills

Duties, Roles & Responsibilities

- Arrive at jobsite at scheduled time and location as dispatched.
- Relocate from one jobsite to another jobsite as dispatched during the workday.
- Report to dispatcher when arriving and leaving jobsite.
- Operate company vehicle as needed.
- Follow instructions from supervisor and carry out in timely manner.
- Report problems with company tools or vehicle promptly.
- Report problems with equipment to Dispatcher to expedite parts delivery.
- Purchase required tools as listed.
- On call status for emergency service as required.
- Ability to work staggered schedule if required.
- Maintain professional appearance and attitude at all times.
- Complete all service related forms properly.
- Other duties as assigned.

Compensation/Benefits

Position pay range

- \$ 12.00 to 15.00 per hour, based on skills, experience, testing, performance and on going training attendance.

Additional compensation

- Spiff for planned maintenance agreements.
- Spiff for retrofit equipment replacements and add on accessories

Medical insurance

- HMO, 90 days after starting.
- Dental insurance, 90 days after starting.
- 99% contribution from American Mechanical Group/1% from employee, before tax (Section 125).

Tool Purchase Program

- Purchase of tools through paycheck deduction program.

Training and Education

- Tuition Reimbursement Program, up to 100% for classes directly applicable to job functions.
- Periodic training from various equipment manufacturers, local utilities, national industry associations and American Mechanical Group in-house training programs. Both mandatory and voluntary.

Simple IRA

- Eligibility for Simple IRA plan at one (1) year anniversary.
- Six (6) paid holidays after first complete year.

New Years Day

Fourth of July

Thanksgiving Day

Memorial Day

Labor Day

Christmas Day

Vacation

- One (1) week after first complete year.
- Two (2) weeks after second complete year.