

# Job description

## Job description

About People Working Cooperatively

Saving Homes. Restoring Pride.

For more than 46 years, PWC has been strengthening our communities by providing critical home repairs, energy conservation, and accessibility modification services in an effort to help residents remain independent and healthy in their homes. PWC proudly performs more than 8,000 services for eligible homeowners each year, whose typical income is just \$14,000 a year. Often, these individuals face challenges due to illness, disability, job loss or other circumstances.

PWC is supported by a robust group of more than 110 licensed, professionally trained staff members and administrative personnel. In addition, PWC boasts a dedicated corps of 3,500-plus volunteers making it one of the largest volunteer corps in the region. Together, PWC volunteers and skilled staff are in more than 4,500 homes annually assisting nearly 9,000 individuals in southwestern Ohio, northern Kentucky and southeast Indiana.

## Essential Job Functions – HVAC Service Technician/Installer

Troubleshooting technical, electrical and mechanical issues within Residential HVAC systems

Emergency repairs and identifying maintenance risks

Ordering and maintaining equipment and parts

Removing old systems

Installing new Residential HVAC systems

Mechanical aptitude

Understand and follow safety requirements for given tasks and tools

Able to follow a work order or job estimate and meet time and budget restraints

Work with clients to explain scope of project, tasks to be performed, maintenance requirements

Responsible for equipment and materials assigned, maintaining a clean and safe work site

Complete required recordkeeping in electronic format

Work in a collaborative environment to problem solve and successfully complete projects

The qualifications listed below are representative of the knowledge, skill and/or abilities preferred:

- Experience demonstrating the ability to perform required home repair tasks
- Driver's license and dependable transportation. Must have required insurance for vehicle (required)
- Ability to relate with people of diverse backgrounds
- Work independently, as well as a member of a team to accomplish tasks
- Ability to climb, crawl, bend, stoop, lift up to 80 pounds. Ability to stand for long periods of time, climb ladders.
- Ability to read and interpret work orders
- Preferred experience of 2 or more years as service HVAC Tech
- Journeyman – KY (preferred)
- EPA universal or obtain once employed

#### ADDITIONAL BENEFITS

- Paid week off for Christmas break
- Possibility of pay increase after 90 days
- Annual pay increases on anniversary date
- Tool/Work boot reimbursements

Job Type: Full-time

Salary: From \$18-35 per hour (based on experience and certifications)

Benefits:

- 401(k)
- Dental insurance
- Employee assistance program
- Flexible spending account
- Health insurance
- Health savings account
- Life insurance
- Paid time off
- Professional development assistance
- Vision insurance

People Working Cooperatively is an equal opportunity employer: EEO-Minorities/Females/Disabled/Veterans

Job Type: Full-time

Salary: From \$19.00 per hour

Benefits:

- 401(k)
- Dental insurance
- Health insurance
- Life insurance
- Paid time off
- Vision insurance

Schedule:

- 8 hour shift

Experience:

- HVAC: 1 year (Preferred)

License/Certification:

- EPA Type II (Preferred)

Work Location: On the road