



HVAC Products for a Sustainable Future

## Job Description: Service Technician

Duties Performed include, but are not limited to, the following:

1. Perform activities to optimize customer satisfaction as post sale support for a sales organization.
2. Engage in training activities to increase equipment knowledge base
  - a. Occasionally travel to attend classes on HVAC equipment
  - b. Attend classes and read and study information on how to best interact with different personalities.
3. Perform HVAC equipment startup and testing.
4. Troubleshoot Electrical Power Circuits in HVAC equipment.
5. Troubleshoot Control circuits.
6. Troubleshoot Mechanical systems.
7. Troubleshoot Refrigeration systems.
8. Make repairs to commercial HVAC equipment.
9. Make repairs to refrigeration systems.
10. Lift up to 70 lbs.
11. Work with refrigerant recovery equipment.
12. Work with hand tools, gauges, and electrical meters.
13. Work with brazing and soldering torches.
14. Fill out start up, warranty, parts and service call reports on a computer.
15. Communicate with Manufacturers and Management via email.
16. Operate a computer to keep records using Windows, and other computer programs.
17. Use computer with special software to configure equipment controls and perform diagnostics.
18. Maintain professional appearance.
19. Keep up to date with maintenance on service vehicle (maintenance performed by auto mechanic, and paid for by DAC).



70 Twine Mill Road, P.O. Box 576 • West Kennebunk, ME 04094-0576  
Phone: (207) 985-0873 • Fax: (207) 985-0874  
E-Mail: [sales@dac-hvac.com](mailto:sales@dac-hvac.com) • Web Page: [www.dac-hvac.com](http://www.dac-hvac.com)