

<b>Job Title:</b>	Kitchen Refrigeration Equipment Apprentice	<b>Wage/Hour Status:</b>	Hourly
<b>Reports to:</b>	Foreman Kitchens	<b>Pay Grade:</b>	403
<b>Dept./School:</b>	Food and Nutrition Services	<b>Date Revised:</b>	August 31, 2023

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**Primary Purpose**

Perform maintenance on kitchen equipment, and associated equipment. Make mechanical and electrical repairs by assisting kitchen refrigeration equipment technicians.

**Qualifications****Education/Certification**

High School Diploma/GED or higher education from an accredited institution of higher education  
Valid Texas Driver's License  
Valid Vocational School Certification or currently enrolled in a Vocational Certification Program

**Special Knowledge/Skills**

- Ability to follow verbal and written instructions
- Knowledge of basic routine maintenance and repair procedures of kitchen equipment and refrigeration kitchen equipment
- Ability to operate hand and power tools
- Ability to work independently

**Major Responsibilities and Duties**

1. Assist skilled workers with repairs and maintenance of kitchen equipment (including electrical, plumbing, and mechanical repairs.)
2. Work independently on maintenance and repairs of all kitchen equipment.
3. Assist with preventive maintenance procedures for all kitchen equipment, including refrigeration, freezers, ice makers, stoves, ovens, steamers, dishwashers, cleaning condensers, and evaporative coils.
8. Assist in maintaining refrigeration equipment in accordance with EPA requirements.
9. Provide safe working conditions on job sites for electrical and mechanical precautions.
10. Provide recommendations for alterations, etc., for increased job efficiency and production.
11. Operate vehicles, tools, and equipment according to established safety procedures.
12. Perform preventive maintenance on tools and equipment.
13. Ensure that equipment is in safe operating condition.
14. Follow established safety procedures and techniques to perform job duties including lifting, climbing, etc.
15. Correct unsafe conditions in work area and immediately report any conditions that are not correctable to foreman.
16. Perform other duties as assigned by foreman.

**Supervisory Responsibilities**

None

**Equipment Used**

Gauges, electrical test equipment, calibration equipment, hand and power tools, welding and soldering equipment, ladders, hoists, pipe binder, pipe cutters, and refrigerant recovery equipment. Light truck or van.

**Physical and Mental Job Requirements****Mental Demands/Physical Demands/Environmental Factors**

Work in confined and uncomfortable workspaces; inside and outside buildings. Exposure to extreme temperatures, dust, fumes, and odors. Continual walking and standing; frequent heavy lifting and carrying; climbing, stooping, bending, kneeling, and reaching. Exposure to mechanical, electrical, and chemical hazards. Must be able to lift 45 pounds and over. Frequent district wide travel.

**Terms of Employment**

238 days; hourly rate to be established by the Board of Trustees.

Flexible work schedule may include Saturday and Sunday as regular workdays.

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved:     Laura V. Duran    

Job Title:     Director, Food and Nutrition Services    

Date:     January 19, 2023    

Approved: \_\_\_\_\_

Job Title: \_\_\_\_\_

Date: \_\_\_\_\_

My supervisor has reviewed this job description with me and has provided me a copy

Employee: \_\_\_\_\_

Date: \_\_\_\_\_

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