

Middlesex School campus is in Concord, Massachusetts. The independent, non-denominational, preparatory boarding school was founded in 1901 with a positive sense of tradition and mission. The Facilities and Operations Department provides a broad range of buildings and grounds services to ensure a safe, environment for our students to learn and grow.

HVAC TECHNICIAN

Salary Range: \$70,000- \$85,000

Rate is commensurate with experience and proven skills.

REQUIREMENTS:

- High school diploma or GED
- Valid driver's license
- Understanding of the advanced principles of residential air conditioning, commercial refrigeration and heating. These systems range from Trane, Multi-Stack, and Carrier chillers; commercial walk-in refrigerators; forced air units including VAV and fan coil systems, Mitsubishi ductless systems; Lochinvar gas boilers as well as oil fired steam/Forced hot water boilers.
- Must be able to work independently.
- Must have the ability to function as part of a team and a desire to work with others trades and departments as needed to meet the needs of the community.
- Proficient in reading schematics and work plans
- Ability to work in confined spaces.
- Attention to detail and the ability to perform multiple tasks simultaneously.
- Lifting 75lbs, climbing stairs, using step ladders up 12 ft and extension ladders up to 25ft.

PREFERRED QUALIFICATIONS:

- Massachusetts Oil Burner Technician License
- Massachusetts Gas Fitter & Service License
- EPA Universal refrigerant license
- Proficient in the operation our Johnson Controls building management systems
- Live within 45 minutes of campus

PERFORMANCE RESPONSIBILITIES:

- Installing, maintaining and repairing ventilation and air conditioning equipment as well as yearly boiler servicing.
- Identifying maintenance risks on equipment.
- Diagnosing electrical and mechanical faults.
- Perform emergency repairs promptly and efficiently.
- Ability to solder and braze as well as using pro press equipment.
- Keeping daily logs and records of all maintenance functions and repairs made.
- Ensure code compliance and standards.
- Maintenance of HVAC inventory and supplies.

SPECIAL WORK SCHEDULE:

- Participation in rotating on call.
- Flexibility in work schedule required due to campus related emergencies, events occurring on weekends and special events such as matriculation and commencement.

BENEFITS:

- Health Insurance
- Dental Insurance
- Flexible Spending Plan
- Long Term Care Insurance
- Life Insurance (School-paid \$75,000 group life term insurance)

- Retirement Plan (the school contributes 10% of base salary)
- Paid Time Off - four weeks
- Sick Time - six days
- Paid Holidays - 13
- Clothing allowance
- Reimbursement for continuing education
- Free breakfast and lunch when school is in session
- Access to athletic facility
- Access to the Warburg Library
- Discount at school store

An employee in this position must complete all appropriate background checks at the time of hire, promotion, or transfer. Provide proof of COVID vaccination.

Middlesex welcomes candidates who will add to the racial and cultural diversity of the community. Middlesex School is an Equal Opportunity Employer.