



KASLO, LLC

JOB DESCRIPTION

Title: HVAC Installer – Residential Division

Reports to: Residential Project Manager

Summary of Position:

This position is responsible for the installation of equipment and replacement services of HVAC for residential customers, according to the state and local codes to satisfy the customer's needs.

Job Type: Full Time

Duties & Responsibilities:

- Performed skilled installation of heating and air-conditioning equipment which includes, but not limited to, ductless mini-split systems, furnace/boilers, air handlers, indoor coils, and condensers. Must follow manufacturing and company installation requirements as well as following state and local codes.
- Receive all materials and equipment required for each job, confirm, and load them into the company vehicle.
- Operate specialized machinery, equipment and tools utilized during installation.
- Carry out wiring of both low and line voltage to cooling and heating equipment.
- Perform installation of copper refrigerant lines to air conditioning units, including brazing and soldering.
- Ensure connection of gas lines to heating equipment is properly done.
- Ensure start-up of the systems that are installed is completed and equipment if functioning as expected.
- Provide knowledge, training, and guidance to HVAC installer helpers for them to develop the right skills to be able to perform the HVAC installation jobs effectively.
- Create and maintain cordial and collaborative working relationships with both supervisors and co-workers.
- Always maintain a high level of professionalism when driving, dealing with customers and when communicating with vendors.
- Remove and dispose of old equipment replaced during installation.
- Must clean the work area before leaving the customer's job and answer any questions the customer may have.
- Complete and submit all paperwork timely that is needed for each job, packing slips, gas receipts and credit card receipts. Be sure to record the job number or truck number on the receipts.

- Record all entries of labor hours, stop, and start times and materials used on each job upon completion in the Service Titan system.
- Responsible for weekly submission of accurate timesheets in a timely manner to meet payroll processing deadlines.
- Responsible for following strict safety program guidelines including the use of PPE's (personal protective equipment) and fall protection equipment.
- Maintain and schedule regular maintenance on company vehicle provided.
- Required to wear a company provided uniform and maintain a neat and clean appearance.
- Required to meet all current regulatory standards and always keep current.
- Ability to travel to various states, as needed, and stay overnight with expenses to be a company expense.
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Qualifications:

- High school degree, GED or equivalent; EPA certification is a plus.
- HVAC experience 3-5 years
- US work authorization
- Possess effective verbal and written communication skills.
- Must work well with others, including other technicians and tradesmen.
- Must have honest and dependable personality.
- Strong Mechanical aptitude
- Self-motivated individual with strong ability to follow instructions and be able to work alone as well as effectively within a team.
- Ability to display a professional company image.
- Possession of a valid driver's license with a good driving record
- Ability to pass a background check if requested.

Physical Requirements:

- Physical ability to stand and walk frequently.
- Physical ability to drive multiple hours to and from customer job locations.
- Physical ability to climb, bend, stoop, kneel, crouch, crawl, and squat.
- Physical ability to perform work on ladders, scissor lifts, roofs, basements, attics, crawl spaces, tight/enclosed spaces and be in the outside environments in various weather conditions.
- Physical ability to use both hands.
- Physical ability to lift to 50 lbs.
- Physical ability to occasionally lift various items, such as compressors, tools, and equipment up to 75-100 lbs.
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The above statement reflects the general details considered necessary to describe the principle function of the job identified and shall not be construed as a detailed description of all the work requirements that may be inherent to this job. This job description is not an employment contract, implied or otherwise. The employment relationship remains "at-will".