



AshtonBritt Service Company, Inc.

Job Title:	HVAC Installer	Job Category:	Technician
Department/Group:	Install	Job Code/ Req#:	100
Location:	Jefferson City, TN	Travel Required:	Less than 20%
Level/Salary Range:	Based on Skill Level	Position Type:	Full Time (Some Part Time Available)
HR Contact:	Alex Phipps	Date Posted:	16 April 2020
Will Train Applicant(s):	Possibly	Posting Expires:	15 May 2020
External Posting URL:	N/A		
Internal Posting URL:	N/A		

Applications Accepted By:

FAX OR EMAIL:

E-mail to: Office@ashtonbritt.com
 Subject: HVAC Installer

MAIL:

AshtonBritt Service Company, Inc.
 643 East Broadway Blvd
 Jefferson City, TN 37820

Job Description

Role and Responsibilities

HVAC Installer, in general, works usually under general direction. HVAC Installer is expected to perform semi-skilled as well as skilled work in the operation, repair of the following systems: heating, refrigerating, ventilating and air conditioning. Add to that the maintenance of those systems.

Duties and Responsibilities

- Provide and promote a positive and winning attitude always.
- Always treat all customers and coworkers with dignity and respect.
- Arrive at the warehouse on time and ready to begin work every day.
- Be neatly groomed and fully dressed only in a clean approved company uniform.
- Possess all the required tools to perform the job of an installer. (See company tool list)
- Always use a Safety-First approach to all work.
- Always use the proper safety clothing, tools, and precautions before beginning any work.
- Keep the Dispatcher apprised of your timetable for completion always.
- Complete each installation thoroughly, efficiently and without need for a callback.
- Meet or exceed all the Key Performance Indicators (KPI) for the Installation department.
- Participate in all company and installation training meetings.
- Utilize the internet based technical training offered by the company.

- Loading the complete job into the installation truck to ensure the installation team is ready to leave the warehouse on time each morning.
- Prep the work area in the home by placing drop cloths from the point of entry into the home through to the last finished portion of the home leading to the equipment.
- Unload all the materials and tools required to do the job to the location of the equipment in the home.
- Install with heavy focus on quality
- Organize all old scrap materials and waste neatly and logically on the installation truck so as not to clutter the homeowner's property.
- Keep the work areas clean, neat, and safe always.
- Collect payments via mobile device
- Give customers an overview of their new system
- Ensure that nothing you brought into the home has been left behind.
- Maintain a clean and properly stocked installation truck always.

Skills and Specifications

- Whether you specialize in installation or repair, you will need to be good with machines, comfortable with electrical work and handy with a variety of tools.

Education and Qualifications

- Possess a valid driver's license
- Technical school graduate or one or more years' experience preferred
- Type II or better refrigerant certification

Reviewed By:	Alex Phipps	Date:	Date
Approved By:	David Vaughn	Date:	Date
Last Updated By:	Robert	Date/Time:	16 April 2020