

## **HVAC Service Technician**

### **Job Description:**

Covenant Heating and Cooling is growing and we are seeking an HVAC Service Technician for our Service Department. We believe that our Team Members are the most important asset to our organization!

### **Benefits:**

- Health insurance
- Dental insurance
- Vision insurance
- Retirement plan
- Paid time off
- Flexible schedule

### **Responsibilities:**

- Thoroughly inspect, troubleshoot, and diagnose residential HVAC equipment, systems and ducting and provide related recommendations, service, and repairs
- Perform ongoing preventive maintenance on HVAC equipment and systems
- Order parts required for appointments and for truck stock replenishment directly with Vendors and with our Warehouse Coordinator
- Communicate with customers regarding findings, questions, and concerns
- Communicate with Dispatch regarding complete and incomplete appointments, etc.
- Provide excellence in all areas
- Follow policies and procedures for average invoice total and warranty/call back ratios
- Complete paperwork thoroughly
- Provide on-call emergency service on a rotation basis
- Scheduled Saturday work on a rotation basis
- Be honest and ethical at all times
- Perform other tasks as needed

### **Requirements:**

- High school or equivalent
- 2+ years of HVAC Service Technician experience
- Valid Tennessee State Driver's license
- EPA Universal certification
- NATE certification (preferred)
- Authorized to work in the United States
- All applicants must take a pre-employment drug screening, background check, and motor vehicle check