

Air Design Services is a full service residential and commercial refrigeration, heating, air conditioning and indoor air quality contractor. We have been proudly serving the London and Strathroy area for over 38 years as a locally owned and operated business. At Air Design Services, we are proud to have earned a reputation as one of London's top heating & cooling companies. We take our commitment to our customers seriously. We operate on the belief that happy team members lead to happy customers and that every call and every customer matters.

Air Design Services is currently looking for an **HVAC Installer & Service Technician** to join our team! The HVAC Installer & Service Technician is responsible for installing, maintaining, and repairing residential heating, air-conditioning and ventilation systems. They will travel to customers properties to inspect their equipment and systems, identify defects, and perform repairs and maintenance. The HVAC Installer & Service Technician will provide professional guidance and advice to assist customers when choosing the most acceptable equipment to fulfill their needs. Customer satisfaction, safety, and comfort is the highest priority for success as an HVAC Installer & Service Technician.

What we offer:

- Full Benefits
- Paid Vacation
- RRSP Matching
- Top Wages
- Paid Training
- Boot Allowance
- Tool Replacement Allowance
- Company Vehicle and Cell Phone

What you offer:

- Completion of secondary school
- 3 to 5 year apprenticeship program completed
- G2 Gas license
- Ozone Depletion Prevention Certificate
- 313D and/or 313A
- 2 – 5 years of experience installing furnaces, air conditioners, thermostats, gas piping, ductwork, drains, line voltage wiring and brazing and soldering copper
- Skilled at reading and interpreting blueprints, drawings, or other specifications
- Mechanical aptitude
- Experience operating hand and power tools
- A valid class G driver's license and a clean driving record
- Clean criminal record
- Excellent written and verbal communication skills
- Able to work independently and as a team
- Strong interpersonal, time management, problem solving and organizational skills
- Outstanding customer service skills

- A friendly and personable attitude
- Punctual and dependable
- A clean and professional appearance

MAIN DUTIES AND RESPONSIBILITIES

Financial

- Accurately prepare work estimates, invoices, and process payments for clients
- Mitigate financial loss by maintaining inventory and ensuring equipment is in good working order

People, Policies & Practices

- Ensure installations are completed in accordance with TSSA standards and municipal building codes and standards
- Follow Energy Star installation processes and procedures and ensure compliance with Occupational Health and Safety Act
- Abide by company standards, instructions, guidelines, policies, processes, and procedures

Interpersonal Skills & Contacts

- Maintain communication with dispatch, your manager and the parts and installation departments
- Educate customers on proper care and maintenance, benefits of highly efficient equipment, and promote products, services, and HVAC options
- Respond to customer requests or complaints in a timely manner

Problem Solving & Judgement

- Perform various actions to install equipment: read and interpret blueprints, measure, and lay out reference points, measure and cut piping, connect equipment, start up systems and test for leaks
- Troubleshoot customers parts and equipment to determine the need for repair or replacement

Information Resources

- Complete and update paperwork to ensure proper documentation and records are retained
- Provide customers with warranty documentation, product manuals and instructions on how to use new equipment
- Maintain a detailed inventory of all HVAC equipment, tools, and resources

WORKING CONDITIONS

- Working in customers' homes and businesses
- Willing to work overtime, night, and weekend hours
- Must follow safety standards and wear appropriate personal protective equipment

PHYSICAL REQUIREMENTS

- Walking
- Driving – drive and maintain the company vehicle
- Standing
- Sitting
- Bending
- Climbing a ladder – must be comfortable working from heights
- Lifting – able to lift and move up to 50lbs on a regular basis
- Using hand and power tools