

SIERRA AIR INC.

HEATING • COOLING®

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We Sweat The Small Stuff

sierraair.com

NV LIC 24522 • CA LIC 652354

Sierra Air is hiring! We are seeking motivated individuals with a great attitude, strong technical skills, and a strong work ethic. We have a lot of work and are looking to hire NOW!

Job Description:

Service Technicians report to the Service Manager and are responsible for traveling to Customers' homes, diagnosing and repairing all types of HVAC equipment, completing required paperwork, and collecting for the completed job. The Service Technician is also responsible for maintaining communication with the office staff in order to foster a cohesive service operation.

Daily Job Tasks:

- Diagnose, repair and maintain all types of residential equipment properly the first time at a customer's location.
- Be neat and clean at all times; keep the work vehicle and equipment the same
- Attend all training classes and seminars to maintain expertise in the field
- Adhere to proper paperwork procedures
- Take direction regarding scheduling from dispatcher
- Keep the Dispatcher informed at all times of the progress throughout the day
- Fill out service tickets for maintenance and service work while on the job
- Collect payment for services rendered when required
- Follow through on job problems and communicate issues with Service Dispatcher
- Keep abreast of all company sales promotions and pricing
- Turn in all paperwork to office making sure it is filled out completely and accurately in the field
- Responsible for having all minimum required stock on truck at all times
- Recommend/sell equipment, service agreements, duct cleanings and accessories when it is requested by the customer or is in the best interest of the customer to do so
- Other tasks as requested by management

Preferred Qualifications:

- EPA Certification
- NATE certified (required within 1 year of date of hire)
- OSHA 10 or OSHA 30

Required Qualifications:

- 3 years of HVAC experience
- Ability to represent Sierra Air Inc. in a professional manner with customers, vendors, staff and the general public
- Work well under pressure
- Must have valid drivers' license and a good driving record
- Must have all required tools
- Good communicator – works well with different customers and office personality styles.
- Ability to handle difficult customer/diagnostic issues
- Adaptability—the individual adapts to changes in the work environment, manages competing demands and is able to deal with frequent change, delays or unexpected events
- Must be able to pass a drug test and background check

Benefits offered after 30 days

- Medical
- Dental
- Vision
- 80% of Medical/dental/vision premiums paid by company for the employee
- Optional short and long term disability
- Employee Tool Program (50% paid up to \$1500/YR)

Benefits offered after 90 days

- Paid vacation (up to 3 weeks per year)
- 8 paid holidays
- 401(k) retirement plan - Company will match up to 4%
- Life Insurance

Other Benefits

- Late model vans, fully stocked, with XM radio and cruise control
- Continuous ongoing factory and in-house training
- Annual boot allowance
- Absolute top pay in the trade

Working Conditions:

Work will be performed in both indoor and outdoor settings, in various weather conditions. Lifting up to 70lbs required. Must be able to work in attics, crawl spaces, on rooftops, ladders, and from other heights.

Pay:
DOE

Job Type: Full-time

Education:
High school graduate (preferred)
Technical School Diploma

Work authorization:
United States

Work Location:

One location – Reno, NV

Schedule:

Monday – Friday, some weekends, and as a part of an on-call rotation

Sierra Air Inc. is an Equal Employment Opportunity (EEO) employer and does not discriminate on the basis of race, color, national origin, religion, gender, age, veteran status, political affiliation, sexual orientation, marital status or disability (in compliance with the Americans with Disabilities Act) with respect to employment opportunities.