



## POSITION DESCRIPTION – REFRIGERATION MECHANIC

Position Title	Qualified Refrigeration Mechanic
Department	HVAC
Employment Type	Full-time
<b>Base</b> Remuneration	\$100,000 p.a. + super- \$130,000 p.a. + super

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### POSITION SUMMARY

We are seeking a qualified Refrigeration Mechanic to join our team. The successful candidate will be responsible for performing a wide variety of refrigeration and air-conditioning works, including installation, maintenance, troubleshooting, and repairs. This role requires an individual who holds all necessary Australian licences and registrations, demonstrates excellent diagnostic capabilities, and maintains the highest standards of professionalism and workplace safety.

### KEY RESPONSIBILITIES

- Perform installation, maintenance, and repair of commercial and industrial air-conditioning systems
- Conduct comprehensive troubleshooting and diagnostic assessments on refrigeration equipment
- Maintain accurate and detailed electronic work notes and service records
- Complete all required documentation including job sheets, timesheets, and compliance reports
- Ensure work vehicle is stocked with necessary tools, parts and safety equipment
- Adhere to all company policies, WHS policies, procedures and operational guidelines
- Maintain professional appearance and conduct at all times
- Communicate effectively with clients, team members, and management
- Respond to emergency callouts as required
- Stay current with industry standards, regulations, and best practices

### REQUIRED QUALIFICATIONS & LICENCES

- ✓ Certificate III in Air-Conditioning and Refrigeration or equivalent qualification
- ✓ Valid Australian Refrigeration and Air-Conditioning Licence



- ✓ Current Electrical Licence (Restricted or appropriate level)
- ✓ ARCTick Refrigerant Handling Licence
- ✓ Valid Australian Driver's Licence (manual transmission preferred)
- ✓ White Card (Construction Induction Card)
- ✓ Current Low Voltage Resue First Aid Certificate

## ESSENTIAL SKILLS & COMPETENCIES

### TECHNICAL SKILLS

- Expert diagnostic and troubleshooting abilities
- Proficient in reading and interpreting wiring diagrams
- Comprehensive knowledge of refrigeration systems
- Air-Conditioning system expertise
- Electrical fault-finding capabilities

### PROFESSIONAL SKILLS

- Positive attitude and problem-solving mindset
- Strong attention to detail, accuracy and quality workmanship
- Effective time management and organisational skills
- Excellent communication with supervisors and team members
- Ability to work independently and as part of a team
- Customer service-oriented approach
- Leadership skills for supervising apprentices

### TECHNOLOGY SKILLS

- Proficient with electronic documentation systems and job management systems such as Simpro
- Ability to maintain detailed, digital work records
- Accurate recording of materials and time
- Comfortable using diagnostic equipment and software

### SAFETY & COMPLIANCE

- Strong understanding of WHS regulations and requirements
- Competent in completing site inductions and SWMS
- Commitment to safety protocols and procedures
- Risk assessment and hazard identification capabilities



- Compliance focussed mindset

## PERSONAL PRESENTATION & CONDUCT

- Maintain a well-groomed and professional appearance at all times
- Wear company uniform / PPE correctly and keep it clean and presentable
- Display professional conduct and courtesy when dealing with clients
- Represent the company positively in all interactions
- Maintain work vehicle in clean and presentable condition

## PHYSICAL REQUIREMENTS

This position requires the ability to

- Lift and carry equipment up to 25kg
- Work at heights using ladders and elevated platforms
- Work in confined spaces
- Bend, kneel and work in awkward positions
- Work in various weather conditions
- Drive company vehicle for extended periods

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This Position Description is intended as a guide to the general nature and level of work required. It is not exhaustive and may be subject to change to meet the evolving needs of the business.

AmpAir Projects is an equal opportunity employer committed to creating an inclusive workplace.