### Outside Sales Engineer
(Salary range $40,000 – $140,000)
Sells new equipment, service contracts, modifications of redesign of existing systems. Provides technical assistance to customers. A university degree is a prerequisite for this job. This job is included in the servicing, manufacturing, and merchandising and sales employment areas.

### Outside Sales Technician or Representative
($30,000 – $70,000)
Sells new equipment, service contracts, modifications to existing systems. Provides technical assistance to customers. Sometimes under supervision of an engineer. A community college education or a university degree is prerequisites for this job. This job is included in the servicing, manufacturing, and merchandising and sales employment areas.

### Inside Sales Representative
($27,000 – $72,000)
Sells, by means of telephone or correspondence, and answers inquiries for equipment or servicing. A community college education or university degree is prerequisites for this job. This job is included in the servicing, manufacturing, and merchandising and sales employment areas.

### Inside Sales Order Desk
($10 - $20/hour)
Receives and processes phone orders, salesperson's orders or across the counter orders for parts, accessories, and new equipment. Supplies product information and prices. A high school diploma and community college education are prerequisites for this job. This job is included in the servicing, manufacturing, and merchandising and sales employment areas.

### Estimator
($15 - $25/hour)
Works with plans and specifications and often existing site conditions in order to determine material and labor requirements and prepare bid for job. A university diploma is a prerequisite for this job. This job is included in the consulting, contracting, servicing, manufacturing, merchandising and sales, and government and utilities employment areas.

### Sales Manager
($50,000 – $150,000)
Responsible for budgets, sales forecasts, supervision of sales force and quotations, maintaining and helping to determine company sales policy. A community college education or a university diploma is a prerequisite for this job. This job is included in the servicing, manufacturing, and merchandising and sales employment areas.

### Administration
($8 - $20/hour)
General Manager, Treasurer, Accountant, Secretary, Comptroller, etc. Responsible for methods of operation, determining company policies, supervising key personnel, and company performance. A community college education or a university diploma is a prerequisite for this job. This job is included in the consulting, contracting, servicing, manufacturing, merchandising and sales, and government and utilities employment areas.

## Application Engineer/Technician
($30,000 - $70,000)
Responsible for selecting equipment to meet the job specifications, interpreting the plans for the installation department, securing materials to complete the contract. A community college education or a university diploma is a prerequisite for this job. This job is included in the consulting, contracting, servicing, manufacturing, merchandising and sales, and government and utilities employment areas.

### Draftsperson/CAD/Layout
($10 - $20/hour)
Responsible for the job plans, layout for system, details for special construction, piping sizes, duct work sizes, grill sizes, location of equipment, and control system details. A high school diploma and a community college education are prerequisites for this job. This job is included in the consulting, contracting, manufacturing, and government and utilities employment areas.

### Consulting/Design Engineer
($15 - $25/hour)
Responsible for selection, design, layout, and specification of mechanical equipment to meet end user requirements. Insures that installations are made in accordance with instructions. A university diploma is a prerequisite for this job. This job is included in the consulting, contracting, manufacturing, and government and utilities employment areas.

### Project Manager
($20 - $40/hour)
In charge of specific company project or projects. Responsible for engineering design, materials control, on-site problem solving, and coordination with other companies on job-site. A university degree is a prerequisite for this job. This job is included in the consulting, contracting, manufacturing, and government and utilities employment areas.

### Purchasing
($20 - $45/hour)
Responsible for obtaining materials and equipment at lowest cost according to requirements or specifications and consistent with quality and delivery. A community college education or a university degree is a prerequisite for this job. This job is included in the consulting, contracting, manufacturing, merchandising and sales, and government and utilities employment areas.
Job Description & Salary Range

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**Production ($8 - $25/hour)**
Performs one or more of many functions required to convert raw materials into finished products, using drawings, sketches, etc. Could be section foreman, line supervisor, stock keeper, etc. A vocational/technical school education or a community college education is a prerequisite for this job. This job is included in the manufacturing employment area.

**Inspector ($47,000 - $70,000)**
Insures equipment or system is manufactured or installed according to approvals, specifications, or codes. Insures standards and regulations, etc. are adhered to as laid down by company, associations, and/or government agencies. A community college education or a university degree is a prerequisite for this job. This job is included in the consulting, manufacturing, and government and utilities employment areas.

**Job Foreman or Supervisor ($15 - $30/hour)**
Responsible for planning, assigning and supervising service personnel's work. Arranges for required service materials. Plans regular servicing and maintenance program. A vocational/technical school education or a community college education is a prerequisite for this job. This job is included in the contracting and servicing employment areas.

**Specification Writer ($42,000 - $98,000)**
Responsible for writing specifications of equipment requirements, installation details, performance requirements for the contractor and complete information for the tendering of a project. A university degree is a prerequisite for this job. This job is included in the consulting and government and utilities employment areas.

**Field Service and Installation ($31,000 - $60,000)**
Responsible for performing all service maintenance and installation of equipment. A vocational/technical school education or a community college education is a prerequisite for this job. This job is included in the contracting, servicing, and manufacturing employment areas.

**Shop Service and Repair ($10 - $25/hour)**
Responsible for repair of equipment and fabrication of shop assembled equipment. A vocational/technical school education or a community college education is a prerequisite for this job. This job is included in the servicing and manufacturing employment areas.

**Journeyman/Apprentice Mechanic ($10 - $46/hour)**
Installs and performs service maintenance of equipment and complete systems. Apprentice works under supervision of Journeyman. A vocational/technical school education is a prerequisite for this job. This job is included in the contracting, servicing, manufacturing, and government and utilities employment areas.

**Service Manager ($65,000 – $111,000)**
Responsible for supervising field service, publishing service information, providing technical training to employees and customers. A university diploma is a prerequisite for this job. This job is included in the servicing and manufacturing employment areas.

**Lab Technician/Technologist ($25,000 – $60,000)**
Responsible for building pilot models of new designs, testing them and reporting on the performance and compliance codes. A community college education is a prerequisite for this job. This job is included in the manufacturing and government and utilities employment areas.

**Research and Development ($35,000 - $60,000)**
Responsible for design of heating and cooling equipment, rating the performance, testing new developments, and supplying information for sales and service literature. A community college education or a university degree is a prerequisite for this job. This job is included in the manufacturing employment area.

**Service Salesman ($30,000 - $80,000)**
Sells service contracts on new and existing installations. Plans warranty service for equipment manufacturers. A vocational/technical school education or a community college education is a prerequisite for this job. This job is included in the contracting and servicing employment areas.

**Inventory Control ($23,000 - $40,000)**
Accounts for paper and physical control of goods consistent with supply and demand. A community college education is a prerequisite for this job. This job is included in the manufacturing and merchandising and sales employment areas.

**Facility Engineer ($35,000 - $77,000)**
Directs and reviews consultants during design and inspects construction, supervises operation of HVAC systems. A community college education or a university degree is a prerequisite for this job.

**Professor/Instructor ($25,000 - $75,000)**
Develops and teaches HVAC&R courses. Conducts research into new technologies.

**Contractor/Owner ($0 – unlimited. Could operate at a loss)**
Assumes the risk of the business. Needs to be entrepreneurial. Job duties can include all of the above if a small contractor, or may be limited to specific aspects of the business as other employees handle other specialties.