

JOB DESCRIPTION

POSITION:	Fire Mechanic I
CLASSIFICATION:	Technical Services
POSITION RANGE:	#29
REPORTS TO:	Division Head and/or Battalion Chief
FLSA STATUS:	Non-Exempt

General Statement of Duties

Under the administrative direction of the Division Head, the Fire Mechanic I is responsible for performing both skilled and semiskilled service, maintenance, repair, and preventative maintenance work on automotive and related equipment. Assisting other senior level fire mechanics with maintenance and repair work on heavy equipment when needed. Work requires high degree of technical knowledge, as well as the ability to exercise independent judgment when determining repair methods. Work also includes performing more routine tasks such as making minor repairs, replacing inoperative parts, checking and adjusting brakes, changing oil and filters, and other related needs. The Fire Mechanic I may be subject to call-back assignments when off-duty, and may be expected to work flexible hours involving shift work or weekends. The Fire Mechanic I may also be called out for a major fire or other emergency. General supervision and direction are received from the Division Head who reviews work through spot check observation, conferences, problems encountered and overall results achieved.

Essential Functions

Repairs and rebuilds gasoline engines, small diesel engines, drive train, and chassis components. Installs and repairs air conditioning units and other electrical components. Performs preventative maintenance tasks on all types of fire district vehicles. Assists senior level fire Mechanics when necessary. Operates vehicles and equipment requiring a Class B CDL to test maintenance and repair work. Uses common air and hand tools for the maintenance and repair of automotive and light truck fire district equipment. Utilizes an engine analyzer to diagnose and trouble shoot problems on fire district vehicles. Prepares and maintains accurate records of maintenance work. Distinguishes colors to check equipment color codes and electrical wiring on vehicles. Detects natural gas leaks and Compressed Natural Gas (CNG) leaks. Detects backup warning devices when working around moving equipment, sirens, and calls for help while working on or around emergency vehicles. Operates a forklift to move heavy parts, steel, pipe, and other materials. Operates other equipment such as a hoist jack, overhead crane, and tools to fabricate, service and repair vehicles. Cleans work area and equipment using cleaning fluids and agents. Moves heavy objects weighing up to 800 pounds (such as transmissions, engines, etc.) with the assistance of a

forklift or other device. Works at heights of 100 feet while assisting other fire mechanics with fire apparatus aerial maintenance and repairs. While performing the duties of Fire Mechanic I,

the employee is frequently required to sit, stand, walk, talk or hear; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The Fire Mechanic I is occasionally required to climb or balance; stoop, kneel, crouch or crawl; and smell. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception and the ability to adjust focus. Operates a variety of standard office equipment such as a copier or fax machine, to copy electrical schematics, engine drive train, and other documents to perform maintenance, diagnose, and repair vehicles. Enters data or information into a computer or engine analyzer in order to perform CNG and vehicle repairs. Installs and replaces filters to maintain all types of automotive and fire apparatus. Performs physical inventories of shop truck parts, tool, and supplies. Works in a variety of weather conditions while performing repairs. Works in small, cramped areas while performing pump, electrical, engine, and brake repairs.

Diagnoses operational problems on a variety of automotive and light duty trucks. Troubleshoots hydraulic and electrical problems. Comprehends and makes inferences from written material such as service manuals, and schematics, lube charts, and computer generated repair orders. Performs mathematical calculations, and statistical computations for small engine rebuilding and repair. Learns job related material through on-the-job training regarding fire apparatus components, and servicing instructions. Learns job related material by attending work related seminars/training.

Communicates with coworkers, supervisors and district personnel to establish and maintain effective working relationships. Prepares written repair order comment sheets and reports regarding repairs made and equipment status. Sheets are completed to order the correct parts and ensure the correct information and repairs are written down for computer input.

Minimum Qualifications (Knowledge, Skills and Abilities)

- Knowledge of the methods, materials, tools, and standard practices for automotive and light truck repair.
- Knowledge of the principles of internal combustion and small diesel engine operation.
- Knowledge of the hazards and safety precautions during vehicle repair and maintenance.
- Knowledge of the methods of basic fabrication.
- Knowledge of electronic control systems (i.e., engine, transmissions, Anti-lock Brake System (ABS), etc.).
- Knowledge of troubleshooting and repair of CNG systems.
- Knowledge of the principles of small fire pump troubleshooting and repair (750 gpm – 1500 gpm).
- Skill in the use and care of tools and equipment associated with the servicing of vehicles and motorized equipment.
- Skill in using an engine analyzer to diagnose problems.
- Skill in the installation and repair of automotive and light truck air conditioning systems.
- Skill in service and repair of air brakes and air systems.
- Skill in mig, tig, gas, and arc welding for auto electrical systems and equipment.
- Ability to diagnose and repair operational problems on automotive equipment.
- Ability to perform preventative maintenance tasks on a variety of vehicles and motorized equipment.

- Ability to understand and effectively carry out verbal and written instructions.
- Ability to read and interpret service manuals, schematics, charts, etc.
- Ability to complete basic fabrication tasks.
- Ability to diagnose and repair electronic control systems, CNG systems, and small fire pumps.
- Ability to perform basic body and paint repair.
- Ability to meet scheduling and attendance requirements.
- Ability to perform all physical requirements of the class.
- Ability to establish and maintain effective working relationships with coworkers, supervisors, and other fire district personnel.

Required Training and Experience

- High school graduate or its equivalent.
- Combination of training, education, and experience equivalent to two (2) of journey-level mechanic experience; **OR** Two (2) years as an Equipment Service Worker with demonstrated equipment mechanic abilities and/or apprenticeship as a mechanic.
- Possession of a valid and appropriate Arizona Commercial Drivers License (CDL).
- Qualified candidates that do not have an Emergency Vehicle Technician (EVT) certification may be given two (2) years from time of appointment to complete required course work.

Additional Requirements and Qualifications

- Must be 18 years of age or older.
- Must be a high school graduate or GED equivalency.
- Must possess a valid Arizona Commercial Drivers License (CDL).
- Must provide a Motor Vehicle Record and pass MVR Insurance Inquiry.
- Must pass background investigation.
- Must pass pre-employment drug and alcohol screening.
- Must be a U.S. Citizen or provide proof of employment eligibility to work in the United States.
- Must provide own hand tools.
- Some positions will require the performance of other essential and marginal functions depending upon work location, assignment or shift.

This job specification should not be construed to imply that these requirements are the exclusive standards for the assignment. Incumbents will follow any other instructions, and perform any other related duties as may be required by supervisory personnel.

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