



Department: Fire
FLSA Status: Non-Exempt

Revision Date: 10/15/2013

DEFINITION

Under the direction of the Mechanic Supervisor and Battalion Chief assigned to Shop Services, this position will be responsible for the repair and maintenance of Fire Apparatus, department vehicles, small engine repair and pumping equipment.

ESSENTIAL DUTIES

- Schedule and personally perform preventive maintenance, major and minor repairs of fire department vehicles and pumping equipment.
- Make initial inspections in difficult cases and diagnose mechanical defects.
- Provide instruction to department personnel on the maintenance and safe operation of fire vehicles and equipment.
- Maintain and repair such fire station equipment as generators, compressors and pumps.
- Maintain records of maintenance work performed, time, materials and equipment used.
- Create preventive maintenance schedule of fire apparatus from contracted agencies in conjunction with Battalion Chiefs from those agencies.
- Provide service and repair for other agencies as contracted.
- Maintain tools and equipment used in repair work.
- Assist in determining budgetary requirements for maintenance and repair activities.
- Other related duties as assigned.

EXAMPLES OF DUTIES

- Ensure proper adjustment and operation of charging, carburetion and other systems.
- Road test and otherwise check vehicles for proper operation and for detecting source of problems.
- Provide input and evaluate the specifications regarding the purchase of fire apparatus, equipment and shop tools.
- Perform routine servicing and repairs on fire apparatus and other equipment as necessary.
- Perform related duties as required.

REQUIRED QUALIFICATIONS

Knowledge of:

- Mechanical and electrical features of automotive and pumping equipment.
- Tools, equipment and accepted procedures used in the overhaul, repair and adjustment of heavy automotive, pumping and firefighting equipment.
- Operation and repair of internal combustion engines.
- Good safety practices and procedures.
- Principles of aerial ladder operations.

- Principles of diesel engines, diagnostic equipment and hydraulics.
- Hazardous materials use and disposal practices.
- General knowledge of firefighting practices.
- Preventive maintenance techniques.

Ability to:

- Perform the duties required to analyze defects in automotive and pumping equipment and perform mechanical repairs.

Skills:

- Safely and efficiently operate lathe, milling and welding equipment, engine overhauling, and transmission work.
- Ability to work on gas and diesel engines plus equipment listed above.

License:

- Possession of a Class B driver’s license issued by California DMV within six (6) months of hire date.

Education and Experience:

- Three years of training and experience involving the maintenance and major and minor repair of fire apparatus, gas and diesel firefighting equipment as listed above, or four years of skilled mechanic experience involving light and heavy-duty equipment including gas and diesel engine overhaul.
- Completion of a formal or technical curriculum providing a certificate in automotive mechanics may be substituted for one year of required, skilled experience.

SPECIAL REQUIREMENTS

40 hour workweek with possibility of emergency call out for apparatus repair. Test annually from draft fire department pumpers. Test annually the fire department aerial ladder truck. Plan, lay out and assign the work of shop personnel. Diagnose defects and repair a variety of fire equipment and vehicles. Perform routine-to-complex mechanical repair work. Operate and repair a variety of power and hand tools. Work independently, understand and carry out verbal and written instruction. Ability to understand and follow oral and written instructions and give understandable instructions to others. Ability to work cooperatively with all those contacted in the course of work. Ability to work safely with hazardous materials in confined spaces and work safely with electrical and mechanical hazards.

Human Resources

Date

Fire Chief Approval

Date