

CLASSIFICATION SPECIFICATION

CITY OF MARYSVILLE, CA

Date: xxxxx 2020

CLASS TITLE: Fire Mechanic

JOB CODE: xxxxxx

WORKING TITLE: Fire Mechanic

FLSA STATUS: Non-Exempt

REPORTS TO: Fire Chief

HIRING STATUS: Career

JOB SUMMARY

Under supervision, performs a variety of skilled diagnosis, repair, and preventative vehicle systems maintenance work involving heavy-duty fire equipment, complex firefighting apparatus, and other related equipment. Positions in this classification receive supervision from the Fire Chief or designee.

DISTINGUISHING CHARACTERISTICS

The Fire Mechanic is a journey level classification. Incumbents assigned to this class are expected to perform skilled vehicle system repair and maintenance activities of the City's fire apparatus and related equipment. Positions allocated to this class require that an incumbent be able to work independently, exercising judgment and initiative to fulfill assigned tasks within established guidelines.

EXAMPLES OF WORK

Examples of Work are not intended to be an exhaustive list of all responsibilities, duties and skills. They are intended to be accurate summaries of what the job classification involves and what is required to perform it. Employees are responsible for all other duties as assigned.

- Processes and tracks repair orders with outside vendors.
- Monitors communications to respond to off-site requests for assistance; makes road calls and emergency repairs in the field as needed.
- Maintains communication with members of the Fire Department to ensure apparatus and equipment is properly cared for and maintained.
- Conducts inspections, diagnoses, repairs, and performs routine and preventative maintenance on all fire vehicles and equipment; uses a variety of computer and electronic equipment; conducts research or analyzes data to diagnose fire apparatus problems.
- Performs journey-level repair work up to and including major overhauls and repairs of fire apparatus including engines, drive trains, chassis, fire pumps, and hydraulics to ensure they will perform under emergency conditions.
- Inspects fire apparatus to meet acceptable state requirements.
- Installs or replaces filters, belts, or other objects to repair equipment.
- Uses common hand tools and operates standard office equipment.
- Prepares and maintains a preventative maintenance schedule for fire apparatus vehicles.
- Enters and retrieves maintenance and repair records on a personal computer.
- Performs road tests on vehicles in order to assure proper operating levels.
- Performs mathematical calculations and statistical computations for annual service pump testing.
- Requisitions or orders replacement parts as necessary.
- Develops and reviews specifications for the purchase of new equipment; evaluates all bids from vendors for vehicle and equipment purchases; develops and reviews specifications for outsourcing

of maintenance and repair.

- Maintains attendance and punctuality that is observant of scheduled hours on a regular basis.
- Performs related duties as assigned.

QUALIFICATION REQUIREMENTS

To be successful in this position, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EMPLOYMENT STANDARDS (position requirements at entry and throughout employment)

Any combination of education, training, and experience which provides the required knowledge, skills, and abilities to perform the job is qualifying. These employment standards would typically be achieved by possession of a high school diploma, or equivalent, and:

Experience:

Five years of journey-level automotive mechanic experience, including 1-3 years of experience in heavy-duty or diesel fire equipment maintenance or repair.

Training:

Specialized training in the maintenance and repair of gas and diesel-powered heavy equipment.

License & Certificates:

Must obtain and maintain a Class B CDL Driver's License within 6 months of hire date.

ASE Mechanic certification preferred.

Must obtain and maintain Emergency Vehicle Technician (EVT) certification within 1 year of hire date.

Advanced certifications as an Automotive Service Excellence (ASE) auto/heavy truck master mechanic and Emergency Vehicle Technician (EVT) Level III are preferred.

Possession of a California State Fire Training Fire Mechanic Level I Certification is desirable.

KNOWLEDGE, SKILLS, AND ABILITIES (position requirements at entry)

Knowledge of:

- Applicable federal, state and local laws, codes and regulations.
- The hazards and safety precautions of the mechanic's trade.
- The procedures, equipment, tools, and methods used in the diagnosis, maintenance and repair of diesel fire engines, pumps, and aerial-type equipment, including electronic control systems, aerial ladders, and hydraulic systems.
- Diagnostic methods and equipment related to automotive, diesel, transmission, and brake systems.
- Water hydraulics (including water pumps, valves, governors, and relief valve systems).
- Firefighting equipment and apparatus.
- Firefighting methods and maintenance practices.

- MIG, TIG and Arc welding fabrication.

Ability to:

- Prioritize multiple work orders.
- Perform calculations and work with numbers to solve problems.
- Read and follow simple to complicated instructions, schematics, and other information contained in repair manuals for the diagnosis and repair of fire vehicles and equipment.
- Read and understand reference books and complicated procedure manuals.
- Inspect gas and diesel-powered equipment to locate mechanical, electrical, and hydraulic difficulties, and estimate the cost and time of repairs.
- Perform journey-level repair work on a wide variety of fire apparatus, vehicles, and fire equipment.
- Enter work-related information into the City's database.
- Use, care, and safe handling of a variety of tools and equipment employed in all phases of repair and maintenance with skill.
- Safely perform a variety of welding work.
- Understand and carry out oral and written directions.
- Purchase and maintain a parts and supplies inventory.
- Prepare and maintain shop and repair records.
- Establish and maintain cooperative relationships with those contacted in the course of work.
- Perform all physical requirements of the class.
- Communicate clearly and concisely, both orally and in writing.
- Use initiative and sound judgment within established guidelines.
- Provide own tools designed to repair heavy equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those which must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, walk, stand, stoop, twist, turn, crouch, climb, grasp, reach above and at shoulder height, and make repetitive hand movements in the performance of daily duties. Operate computer keyboard and hand held tools. Work may sometimes have to be performed on slippery or uneven surfaces. The ability to lift, carry and push tools, equipment and supplies weighing up to 50 pounds is also required. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The nature of the work requires using power and noise producing tools and equipment, and driving motorized vehicles and heavy equipment. Incumbents in this classification may be required to work in a variety of environmental conditions, indoors and outdoors, with exposure to wide temperature variations and weather conditions and exposure to noise, vibrations, traffic, and other hazards. May be required to climb ladders and use chemicals, which may expose the employee to fumes, dust and air contaminants.

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May be required to work in tightly enclosed spaces. Depending on department needs, may be required to work flexible hours, including holidays, evenings and weekends, and respond to after hour call-outs.