

City of San José
CLASS SPECIFICATION

Title: Fire Equipment Technician (2301)

| DEPARTMENT | ACCOUNTABLE TO | FLSA STATUS |
|-------------------|-----------------------|--------------------|
| Fire | Battalion Chief | Non-exempt |

CLASS SUMMARY

Inspects, maintains and repairs fire equipment, such as Personal Protective Equipment (PPE), which includes turnouts, boots, gloves, etc.; Self-Contained Breathing Apparatus (SCBA), which includes air regulators, face pieces, air bottles, etc.; compressors, and other tools and equipment. Maintains inventory of fire equipment, parts, and other items used by the Fire Department. May train and supervise other employees performing duties related to inspection, maintenance, and repair of equipment; receipt, storage and issuance of equipment and other items, recordkeeping, inventory control and other related duties.

DISTINGUISHING CHARACTERISTICS

This is a single classification series, with classification duties performed by civilian personnel. There may be more than one incumbent in this classification. Incumbents of this classification may perform duties as an individual contributor or may be required to supervise other employees in lower level classifications (classifications from other classification series). The Fire Equipment Technician may also provide training and direction to limited-duty Fire Fighters assigned to assist in the inspection, maintenance and repair of fire equipment. This classification is distinguished from other warehouse-related classifications by the requirement for specialized knowledge of fire equipment and the high percentage of time spent in inspecting, maintaining and repairing fire equipment versus stocking and issuing fire equipment. The Fire Equipment Technician typically reports directly to the Battalion Chief, and may be required to work independently in remote facilities without immediate supervision available from the Battalion Chief.

QUALIFICATIONS

(These qualifications are typically required. An equivalent combination of education and experience sufficient to satisfactorily perform the duties of the job may be substituted.)

Minimum Qualifications

Education and Experience

Any combination of training and experience equivalent to completion of high school and five (5) years of increasingly responsible experience in warehousing, inventory control, maintenance and repair of equipment including two (2) years of experience in maintenance and repair of equipment and small tools involving a high level of technology and expertise.

Required Licensing (such as driver's license, certifications, etc.)

- Possession of a valid State of California Driver's License.
- Class B driver's license with Hazardous Materials certification may be required.

Any or all of the following certifications may be required within one year of appointment, depending on area of assignment:

- DOT Facilities Materials Manager Certification
- Gore Fabrics Certificate of Participation
- Current Turnout Manufacture Seminar Certificate
- Scott Technician Certification
- OSHA/NIOSH Certifications

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Other Qualifications

(Incumbents may be required to have different combinations of the listed qualifications, or more specific job-related qualifications depending on the position.)

Basic Competencies

(Needed at entry into the job in order to perform the essential duties.)

Knowledge of:

- Common equipment repair tools and their proper use and care.
- Repair shop safety standards and precautions.
- Basic inventory control practices.

Skill in:

- Basic mechanical maintenance.

Ability to:

- Perform basic computer functions.
- Follow oral and written instructions, including technical manuals.

Additional Competencies and/or Desirable Qualifications

(Competencies, knowledge, skills and abilities that are more position specific and/or likely to contribute to more successful job performance.)

Knowledge and experience with NFPA and CAL OSHA pamphlets and regulations that pertain to PPE and SCBA.

Knowledge of:

- Proper use, care and/or repair of Self-Contained Breathing Apparatus, compressors, Personal Protective Equipment, and other related fire equipment.

Ability to:

- Train others in the proper use of equipment.
- Supervise, train, and evaluate the work of others.

Experience in:

- Maintaining equipment to standards.
- Maintaining accurate and thorough maintenance records.

| DUTY NO. | <u>TYPICAL CLASS ESSENTIAL DUTIES:</u> (These duties and estimated frequency are a representative sample; position assignments may vary depending on the business needs of the department.) Duties may include, but are not limited to, the following: | FREQUENCY* |
|----------|---|------------|
| 1. | Inspects and maintains fire equipment in approved condition according to applicable regulations and guidelines (such as CAL-OSHA, OSHA, NFPA, NIOSH). | Daily |
| 2. | Assists in negotiation of maintenance contracts and other contracts; administers contracts once they are in place. | Daily |
| 3. | Trains Fire Fighters in the use, care, and maintenance of fire equipment. | Daily |

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| DUTY NO. | TYPICAL CLASS ESSENTIAL DUTIES: (These duties and estimated frequency are a representative sample; position assignments may vary depending on the business needs of the department.) Duties may include, but are not limited to, the following: | FREQUENCY* |
|----------|--|-------------|
| 4. | Establishes and maintains tracking and recordkeeping systems for inventory control, maintenance and other tracking purposes; (including a tracking system to ensure that equipment is tested, certified, maintained or retired as required). | Daily |
| 5. | Orders equipment, parts, and other items. May also research and recommend appropriate equipment, parts, and vendors for the Fire Department. | Daily |
| 6. | Maintains an inventory of fire equipment and other items; distributes items as required. | Daily |
| 7. | Participates in budget development, and administers fire protection equipment inventory and maintenance programs within budget guidelines. | Daily |
| 8. | May supervise and/or train other employees. Duties may include prioritizing and assigning work, conducting performance evaluations, making hiring, promotion, termination and disciplinary recommendations and any other recommendations related to the change in status of employees. | Daily |
| 9. | Administers fittings and fit tests of fire equipment. | As Required |
| 10. | Performs other duties of a similar nature or level. | As Required |

*Frequency defined as Daily/Several Times, Daily, Weekly, Intermittent, or As Required

PHYSICAL/ENVIRONMENTAL ELEMENTS

| | | | | | |
|---|-----------|---|-----------|---|----------|
| X | Climbing | X | Kneeling | | Crawling |
| X | Balancing | X | Lifting | X | Reaching |
| X | Stooping | X | Fingering | X | Standing |
| X | Talking | X | Grasping | X | Walking |
| X | Hearing | X | Feeling | X | Pushing |
| X | Crouching | | | | |

___ X ___ *Heavy Work:* Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

CLASSIFICATION HISTORY Created 08/96, Rev. 03/03, Rev. 04/18; s002