

**FIRE DEPARTMENT
SANTA CLARA COUNTY**

FIRE MECHANIC I

DEFINITION

Fire Mechanic I is the entry-level position in the Fire Mechanic series. The class of Fire Mechanic I performs basic to moderately difficult mechanical work in the maintenance and repair of the Department's fleet such as passenger cars, trucks, fire equipment, and fire apparatus.

Incumbents in this classification will report to the Director of Support Services or his/her designee, and may be supervised by the Chief Fire Mechanic.

This classification is a Fair Labor Standards Act non-exempt, represented position in the Classified Service.

DISTINGUISHING CHARACTERISTICS

This class is distinguished from the next higher classification of Fire Mechanic II in that the latter is an advanced journey-level classification responsible for a more complex level of mechanical work. The classifications of Fire Mechanic I and II are alternately staffed positions.

EXAMPLES OF DUTIES

Depending upon assignment duties may include, but are not limited to, the following:

- Perform a variety of basic servicing, maintenance, and repair work on the Department's vehicles including fire apparatus, involving all mechanical, electrical, and hydraulic components, parts, and accessories.
- Perform limited service and maintenance of Department vehicles and fire apparatus and equipment, which may involve the repair of components such as drive train, chassis, computerized control systems, hydraulic and air brake systems, electrical systems, HVAC systems, and restraint systems.
- May assist in the installation of specialized equipment including Code 3 equipment, GPS systems, communication systems, and traffic control devices.
- Use a variety of diagnostic equipment to determine problem source(s) and to ensure proper adjustment and operation of all systems; ascertain needed repairs; estimate time, materials and equipment required, and fill out necessary forms.
- May operate welding equipment in making repairs and fabricating special parts and tools.
- May perform road tests to check vehicles for proper operation of suspension, drive train, electrical systems, and air, hydraulic, and secondary brake systems.
- Perform opacity testing.
- Perform emergency road service calls.

EXAMPLES OF DUTIES (continued)

- Respond to emergency incidents as directed; may be required to perform a variety of support functions, e.g., emergency scene diagnostics and repairs, refueling and other functions, as needed.
- May assist in periodic inspections of equipment and apparatus at fire stations.
- Maintain repair records and prepare reports (in hard copy and electronic formats).
- Maintain and repair Shop equipment and clean Shop area.
- Schedule and coordinate third-party repairs both on and offsite. Source parts and components necessary for repairs from contracted vendors.
- May provide limited work direction to other Department personnel as pertains to the Shop.
- Perform other duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience: Graduation from high school or passing of the General Education Development (GED) test, and two years of full-time experience as a vehicle or equipment mechanic.

As a condition of employment, the incumbent must obtain the Emergency Vehicle Technician I certification issued by the State Fire Marshal's Office within four years of employment. The incumbent may advance to the Fire Mechanic II classification upon obtaining the Emergency Vehicle Technician II certification and with the recommendation of the Director of Support Services and approval of the Fire Chief.

An incumbent possessing the Fire Mechanic I certification will be required to pass and maintain recertification as an Emergency Vehicle Technician I upon renewal.

Highly Desirable: Experience in the maintenance of diesel engines, heavy trucks, and fire apparatus. ASE certifications in Automobile & Light Truck (A Series), Engine Machinist (M Series), Medium-Heavy Truck (T Series), and/or Advanced Engine Performance Specialist (L1).

Knowledge of:

- Current principles, methods, tools and equipment used in the maintenance of automobiles and light and heavy trucks.
- Principles of diesel and gasoline engines, diagnostic equipment and hydraulics.
- Basic computer programs (such as Microsoft Word and Excel), email, and Internet use.
- Fundamentals of technological equipment necessary in the performance of duties.
- Safety practices and procedures in a maintenance facility environment.

Ability To:

- Diagnose and repair malfunctions in a variety of mechanical components.
- Use repair manuals in hard copy and electronic formats.
- Work independently and understand and carryout verbal and written instructions.
- Perform moderate to heavy physical labor for extended periods.
- Respond promptly to call-backs.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Mount and dismount tires.
- Effectively communicate both orally and in writing, and effective interpersonal skills as applied to interaction with coworkers, supervisor, Department staff, and the public.

Working Conditions/Physical Demands: Work is performed indoors and outdoors, with exposures to inclement weather, dust, grease and noise; incumbent will have regular contact with staff and the public. The position may require prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting, stooping, climbing, grasping, and repetitive hand movement and fine coordination. The incumbent should have normal manual dexterity and eye-hand coordination; and corrected hearing and vision to normal range, and must be able to lift, push, and pull objects weighing up to 50 pounds without assistance and 70 pounds with assistance. The incumbent will be driving Department vehicles. This position may be assigned to support mutual aid deployment throughout the State of California.

Required License: Must possess a valid, appropriate state of California driver's license at the time of hire. As a condition of employment, must acquire a California Class B Commercial license with a tank endorsement and no "Air Brake" restriction within six (6) months of employment. Must adhere to any drug and alcohol testing requirements as stipulated by the Federal Motor Carrier Safety Administration. Must maintain a safe driving record.

Tools: Upon hire, must have personal hand tools suitable for the performance of duties.

Pre-Employment Requirements: The candidate will be required to complete and pass a background check, Live Scan fingerprint, and medical examination.