

MECHANIC (Fire Department)

FLSA Status – Non-Exempt

EEO Code – H/Service and Maintenance

Class Code – E830

GENERAL DESCRIPTION OF THE DUTIES

This position is responsible for mechanical work in the repair, overhaul, and maintenance of light and heavy automotive equipment, trucks, fire apparatus, Emergency Medical vehicles, and non-automotive equipment. The Mechanic position establishes priorities on vehicle and equipment repairs, diagnoses problems, performs repairs, and overhauls and rebuilds gas engines. This position is responsible for preventive maintenance.

SUPERVISION RECEIVED

This position works under the general supervision of the Assistant Fire Chief and may receive direction from Division supervisors.

SUPERVISION EXERCISED

Supervision is not a typical function assigned to this position. The Mechanic may provide training and orientation to newly assigned personnel on Department policies and practices. Additionally, this position may provide instruction on the operation, use, and care of vehicles and equipment.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties and responsibilities listed should not be construed to be all-inclusive. The essential job duties will include other responsibilities as assigned and required.

1. Receives work requisitions and prioritizes repair and preventive maintenance work.
2. Diagnoses mechanical and electrical problems in light and heavy automotive equipment, fire apparatus, EMS vehicles, and non-automotive equipment.
3. Performs major tune-ups, overhauls, and rebuilds gas engines.
4. Repairs differentials, transmissions, clutches, electrical systems, drive trains, suspensions, hydraulic systems, and equipment tracks.
5. Inspects, adjusts, and rebuilds brakes, including air brake systems; rebuilds wheel cylinders and master cylinders.
6. Fabricates and modifies new parts for vehicles and equipment; operates cutting torch, arc welder, lathe, and hydraulic press.
7. Performs on-site maintenance and minor repairs of fire department equipment; lubricates, oils, changes filters, fuels, greases, and replaces parts.
8. Prioritizes services and repairs to be performed outside of City repair facility.

MECHANIC (Fire Department)

FLSA Status – Non-Exempt

EEO Code – H/Service and Maintenance

Class Code – E830

9. Coordinates mechanic duties and responsibilities with the work performed by contractors and vendors
10. Performs work in accordance with federal, state, and City employment and safety laws, rules and standards.
11. Assists with specification, design and conducts acceptance inspections on new fire and EMS apparatus.

OTHER JOB FUNCTIONS

1. Operates fire apparatus
2. Maintains proficiency by attending training conferences and meetings, reading related publications, and meeting with others in area of responsibility.
3. Assists others in the Fire Department when needed.
4. May serve on City wide committees.
5. Maintains work areas in a clean and orderly manner.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge

- Thorough knowledge of the principles of gas and diesel engines;
- Thorough knowledge of vehicle and equipment servicing requirements and methods;
- Knowledge of work-related hazards and safety practices; and
- Knowledge of storekeeping methods, practices, inventory control and record keeping.

Skills

- Skill in the use of tools and equipment used in engine repair and adjustment;
- Skill in the use of testing equipment including diagnostic equipment and electrical charging tester;
- Skill in the use of an arc welder, cutting torch, metal lathe, and hydraulic press; and
- Skill in operating vehicles and heavy equipment.

MECHANIC (Fire Department)

FLSA Status – Non-Exempt

EEO Code – H/Service and Maintenance

Class Code – E830

Abilities

- Ability to diagnose mechanical and electrical defects in trucks and heavy equipment;
- Ability to overhaul all major components of gas engines;
- Ability to repair brake systems, transmissions, differentials, clutches, electrical systems, drive trains, suspensions, tracks, and hydraulic systems;
- Ability to use a computer in tracking work;
- Ability to communicate both orally and in writing;
- Ability to carry out oral and written instructions, and to read instruction manuals; and
- Ability to establish and maintain cooperative working relationships with the public and employees.

EXPERIENCE AND EDUCATION

Any equivalent combination of experience and education is qualifying if the required knowledge, skills and abilities can be demonstrated. A typical way to qualify would include responsible experience tuning, overhauling, and rebuilding gas engines; experience diagnosing mechanical and electrical defects in vehicles and equipment; thorough training in experience in vehicle and equipment maintenance through a trade school, manufacturer's training courses; experience fabricating parts; and experience operating vehicles and equipment.

LICENSES AND CERTIFICATIONS

A valid Oregon driver's license, NFPA Emergency Vehicle Technician Certificate, Oregon CDL license with air brake and tank endorsement, and Emergency Vehicle Apparatus Operator Certification are required at time of appointment.

DESIRABLE EXPERIENCE, EDUCATION AND CERTIFICATIONS

Possession of a work zone traffic control certification, first aid/CPR card, and completion of hazardous material handling training are desired, but not required.

PHYSICAL DEMANDS

While performing the duties of this position, the employee is frequently required to stand, sit, communicate, reach; and manipulate objects, tools, or controls. The position requires mobility and the ability to operate and maintain firefighting, rescue and EMS equipment. Many duties are physically demanding and require the movement of materials weighing up to 90 pounds. Movement of materials weighing 24-50 pounds may consume up to 30% of the work period. Manual dexterity and coordination are required over 50% of the

MECHANIC (Fire Department)

FLSA Status – Non-Exempt

EEO Code – H/Service and Maintenance

Class Code – E830

work period while operating equipment such as motor vehicles, and emergency medical, fire suppression and rescue equipment, hand/power tools associated with vehicle maintenance, etc. Reasonable accommodation will be provided to otherwise qualified individuals with a disability and known limitations.

WORKING CONDITIONS

The majority of work takes place inside of vehicle maintenance buildings with exposure to dirt, oil, grease, fumes, noise and chemicals. Occasionally, this position works on-site and is subject to all types of weather conditions and terrains on a year-round basis. The Mechanic is subject to emergency on-call response after normal duty hours.

Approved By _____ **Date** _____
(Department Director)

Adopted By _____ **Date** _____
(City Manager)

Established: 05/01

Revised: 05/13