

FIRE ALARM & MAINTENANCE TECHNICIANDEFINITION

Under general supervision, performs skilled tasks in the installation, maintenance and repair of fire alarm apparatus.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Identifies common electrical failures. Identifies and repairs minor plumbing problems. Pulls cables in and out of ducts and conduits; tests cables for opens, grounds, and crosses; installs new boxes, phones and cables. Tests fire communications systems components, such as alarm panels, to ensure functionality; inspects, splices, repairs and replaces necessary underground cables for the transmission of fire alarm signals; locates and repairs faulty grounds or switches; installs, inspects, repairs and replaces conduits, alarm boxes, terminal boxes and other related transmitting equipment; checks fire alarm system blueprints; marks streets for installation or repair of transmission cables and equipment; directs construction crews for safe conduit and underground cable installation. Tests and maintains storage batteries; maintains manuals and technical information on miscellaneous equipment. Lifts and carries materials weighing up to 100 pounds. Climbs ladders, rooftops, and other elevated areas to perform essential functions. Performs other functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This classification is distinguished from the next higher-level classification of Fire Alarm and Maintenance Leader by the scope and complexity of the work performed. Work is generally performed under the direct supervision of the Fire Department Maintenance Officer, but incumbent often performs work independently, subject to review only upon completion.

MINIMUM BASIC QUALIFICATIONS

Education and experience equivalent to graduation from high school or GED certificate, along with two years of experience in skilled electrical, communications or alarm systems work; or any equivalent combination of education, experience or training which provides the following knowledge, skills and abilities.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Working knowledge of: the principles and practices of overhead and underground construction of alarm signal systems.

Knowledge of: the fundamentals, principles and practices of electricity and related applications involved in alarm system construction, maintenance and repair; appropriate interpretation of line construction diagrams; principles and practices used in the general and safe installation, maintenance and repair of mechanical devices; common tools and equipment used for mechanical

and electrical repair; safe work practices as applied to the installation, maintenance and repair of fire alarm apparatus, underground cables, conduits, alarm boxes, terminal boxes and other related transmitting equipment; State and municipal laws, ordinances and code provisions regulating overhead line construction; hand tools and power equipment associated with the performance of the essential functions; woodworking and related power equipment.

Ability to: use the tools, materials, supplies and equipment necessary to safely and effectively perform the essential functions of this job; read and understand oral and written instructions; read and effectively interpret maps of existing installations; climb ladders, rooftops and other elevated areas to perform the essential functions of the position; lift and carry objects weighing up to 100 lbs., learn and update knowledge base to keep current with changes in fire alarms and maintenance systems and related equipment; establish and maintain effective working relationships with coworkers and the general public in a culturally-diverse community.

Skill in: the safe operation of the tools, materials, supplies and equipment necessary to perform the essential functions of this job, including but not limited to circular, table, miter and cut-off saws; drill press; jackhammers, hammer drills, rotary drills and other related equipment.

SPECIAL REQUIREMENTS:

Must possess and retain a valid California Class "C" Driver's License. Incumbents must have visual acuity sufficient to read meters and gauges; hearing sufficient to permit the use of two-way radio while in the field and to differentiate alarm sounds.

SPECIAL WORKING CONDITIONS

Must be willing and able to work outside in a variety of weather conditions; must be willing and able to work irregular hours, including evenings, weekends and holidays as needed; must be willing and able to climb on and off ladders, and perform the essential functions of this position on rooftops and other elevated areas.

CHARACTERISTICS OF SUCCESSFUL PERFORMERS

Successful performers enjoy the challenge of keeping mechanical devices in smooth working order. These self-starters work well independently and under immediate supervision; they also understand the importance of asking for advice and assistance when necessary. These individuals are willing and able to work outdoors for sustained periods of time. They utilize good judgment and tact when dealing with coworkers and the public.

Original classification title: Fire Alarm Helper, per Council Resolution 67-159.

Classification title changed per Council Resolution No. 82-110, effective 7-1-82

Revised: 09/03

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