

FIRE TECHNICIAN II

(Promotional Class)

DISTINGUISHING FEATURES OF THE CLASS

This class encompasses positions involving specialized duties in the repair and maintenance of all fire department buildings and small portable equipment. Employees of this class become certified to perform maintenance at a higher skill level than those in the class of Fire Technician I. Duties include responding to second alarm and greater fires to provide support services and to make minor repairs at an emergency scene to fire apparatus and equipment. Maintains accurate inventory of department supplies and maintains records of daily activities of the Maintenance Division. Employees of this class work independently in most areas, reporting to and having work reviewed by the Deputy Fire Chief.

EXAMPLES OF WORK

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Performs general repairs in and around fire stations by installing and repairing air conditioning and heating units and by replacing fan motors, relays, switches, compressors or by repairing freon leaks and recharging system. Mixes and pours cement to make repairs to driveways, walkways or other small surfaces. Repairs overhead doors by changing motors, repairing chains or drive mechanism, replacing door panels, hinges, or rollers, or straightening tracks. Maintains, repairs, or replaces plumbing fixtures such as sewer lines, water lines, sinks, plumbing fixtures, drains, hot water heaters, and washers. Changes or repairs electrical items such as lighting fixtures, small appliances, fans, hand lights, electric dryers, fuses, and running electrical lines. Performs carpentry work by repairing, replacing or building door frames, cabinets, counters, walls, gutters, roofs, door handles, locks, and door frames.

Makes repairs or performs maintenance to portable equipment and small power tools such as self contained breathing apparatus, portable generators, portable pumps, booster lines, power saws and lawn mowers.

Makes minor repairs at an emergency scene on fire apparatus by repairing or replacing such items as tires, switches, and broken lights.

Reads service manuals, parts books, and any other written

material necessary to determine how to perform required duties. Diagnoses mechanical problems from information supplied by firefighters who operate equipment.

Supervises the preparation and maintenance of records and reports by reviewing records completed by subordinates. Personally completes all forms and records required.

Answers telephone inquiries about the operation of the Maintenance Division. Promotes a positive image of the work of the department in the daily performance of duties by interacting with community members.

Purchases equipment and supplies keeping such purchases within the established budget. Manages inventory control for the Maintenance Division.

Performs any related duties assigned.

QUALIFICATIONS REQUIREMENTS

Unless otherwise specified, all requirements must be met before the application closing date.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States and of legal age.

After conditional offer of promotion, but prior to beginning work in this class, must participate in and successfully complete and pass, at the designated time and place, a drug test and medical examinations which directly correlate to essential job duties of the position, with or without accommodation. Such tests and examinations shall be prepared and administered under the direction of the Appointing Authority and Jefferson Parish Government.

Must have a high school diploma or a valid certificate of equivalency issued by a state department of education.

Must possess a valid driver's license.

Must be a regular and permanent employee in good standing in the class of Fire Technician I for a period of at least six (6) months immediately preceding the examination.

Before confirmation must become certified at the Firefighter II level.

Before confirmation must become certified Level III for SCBA repair.

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