

**CLARK COUNTY FIRE DISTRICT 6
FULL TIME MECHANIC
JOB DESCRIPTION**

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1.0 NATURE AND PURPOSE OF WORK:

- 1.1 This position is in Clark County Fire Protection District 6, which is responsible for furnishing fire protection, emergency medical, rescue, and fire prevention services to the citizens of this Fire District.**
- 1.2 The primary purpose of this position is to prevent costly breakdowns and to ensure operational readiness of the fleet and equipment required to meet our mission. Under supervision, this position provides on-going servicing, maintenance and repair of District apparatus, tools, and equipment. This is a non-fire service position and is excluded from the bargaining unit.**
- 1.3 The Full Time Maintenance and Equipment Worker will work 40 hours per week on a 5-day/8-hour work schedule.**
- 1.4 Clark County Fire District 6 exists to serve and protect our community. All employees and members of the District, while serving in an on-duty capacity in a District-owned vehicle, are expected to render assistance should they come upon an emergency or non-emergency incident. The employee shall keep their personal safety in mind and any assistance provided shall be only to the extent of their knowledge and training. Should any scene appear to be unsafe, or become so, employee shall remove themselves from the environment.**

2.0 SUPERVISION:

- 2.1 This position is supervised by the Assistant Chief of Logistics and Planning.**
- 2.2 This position does not have supervisory responsibilities.**

3.0 PRINCIPAL DUTIES:

- 3.1 Maintain a high level of morale, promoting employee productivity and contributing the District's mission.**
- 3.2 Follow written and verbal instructions.**
- 3.3 Accurately document activities as appropriate for the position.**

- 3.4 Use personal protective equipment needed for assigned tasks.
- 3.5 Perform all aspects of assigned duties with or without direct supervision.
- 3.6 Troubleshoot apparatus and equipment malfunctions and either repair or recommend outsourcing when appropriate.
- 3.7 Order parts, supplies, equipment, and materials necessary to complete projects.
- 3.8 Attend appropriate conferences, schools, and classes to maintain required certifications and keep informed of new techniques and developments in assigned areas of responsibility.
- 3.9 Coordinate routine and long-range maintenance plans and schedules for the repair and servicing of District equipment.
- 3.10 Maintain the District shop area in a clean and orderly manner.
- 3.11 Give full effort, energy and attention to your duties and responsibilities, and adhere to District Rules and Regulations, Standard Operating Guidelines, and Policy.
- 3.12 Support the maintenance division by assisting with facilities or hydrant maintenance when necessary.
- 3.13 Perform other duties as assigned or required.
- 3.14 May occasionally be required to respond after normal work hours.
- 3.15 Inspect vehicles and mechanical systems for defects, test vehicles and ensure that they meet all performance specifications and safety standards.
- 3.16 Provide input during the budget process as pertinent to the division.
- 3.17 Provide guidance to personnel on proper inspection/operation of vehicles and equipment to reduce breakdowns and premature mechanical failures.
- 3.18 Maintain records of vehicle and equipment repair and maintenance.

4.0 RESPONSIBILITIES:

- 4.1 **Apparatus**
Perform routine service, preventative maintenance, and repair for all District apparatus and vehicles, to include:
 - Engines
 - Pumps
 - Transmissions
 - Hydraulic systems
 - Braking systems
 Move apparatus throughout the District and region.
 Recommend outsourcing repairs or maintenance when appropriate
- 4.2 **Tools and Equipment**
 - Maintain and repair District power tools and equipment

- Maintain and repair District hand tools and equipment

4.3 Inventory

- Keep inventories of all tools and parts.
- Develop a knowledge of district inventory systems.

5.0 QUALIFICATIONS:

5.1 Education and Experience

- High school diploma or General Equivalency Degree
- Experience in general vehicle/equipment maintenance
- Experience with emergency vehicle maintenance
- Knowledge/experience/training in maintaining and repairing small gasoline powered engines.

5.2 Licenses and Certifications

- Possession of Basic First Aid/CPR certificate
- Valid Washington State issued CDL
- Achieve and maintain ASE Certification (National Institute for Automotive Service Excellence) in the following
 - T1 Truck, Gasoline Engines
 - T2 Truck, Diesel Engines
 - T3 Truck, Drive Train
 - T4 Truck, Brakes
 - T5, Truck Suspension and Steering
 - T6, Truck, Electrical Systems
 - T7 Heating/Vent/Air Conditioning
 - T8 PMI (Preventative Maintenance Inspection)
- The employee must maintain certification and recertify as required by the National Institute of Automotive Service Excellence.
- Achieve and maintain EVT (Emergency Vehicle Technician) Certification in the following:
 - Fire Apparatus Technician Level 1
 - F1 Maintenance, Inspection and Testing of Fire Apparatus
 - F2 Design and Performance Standards and Preventive Maintenance of Fire Apparatus
 - Fire Apparatus Technician Level 2
 - F3 Fire Pumps & Accessories
 - F4 Fire Apparatus Electrical Systems
 - Fire Apparatus Master Technician
 - F5 Aerial Fire Apparatus
 - F6 Allison Automatic Transmissions
- Must provide and maintain an industry standard set of tools.

6.0 WORKING CONDITIONS:

- 6.1 Works indoors and outdoors on a variety of tasks. May be subjected to moving mechanical parts, odors, dust, gases, oils chemicals, intense noises.

7.0 PHYSICAL REQUIREMENTS:

- 7.1 Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, driving, pushing, pulling, lifting, grasping, feeling, talking, hearing, seeing and repetitive motions.
- 7.2 This position exerts 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.

NOTE: The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skills typically requires and the scope of responsibility but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or to otherwise balance the workload.