



NEW: 07/01/2020
 Submitted: 03/19/2020

JOB TITLE:	FIRE ALARM
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB/GRADE SEE BELOW
WORK YEAR:	260 DAYS
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8694
BARGAINING UNIT:	CLAE

SCOPE OF RESPONSIBILITIES

Maintains, troubleshoots, repairs, installs and inspects smoke and fire alarm systems.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Installs, inspects, tests, and repairs fire alarm wiring, fire alarm panels and peripheral equipment
- Identifies hazards, defects, and the need for adjustment or repair
- Inspects, repair or replaces smoke/heat detectors and audio/visual alarms
- Tests and inspects fire alarm systems using appropriate diagnostic programs and equipment
- Ensures work is in accordance with relevant codes
- Observes functioning of installed equipment of system to detect hazards and need for adjustments, relocation, or replacement
- Repairs faulty equipment or systems where found, including tunnels and high places
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls and fine manipulations. The work requires the use of feet for repetitive movements. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull heavy weights. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes, and gases.

MINIMUM QUALIFICATIONS

- High School Diploma or G.E.D.
- Five (5) years of successful experience in fire alarm work
- Valid driver's license
- Appropriate fire alarm certifications
- Effective communication skills

DESIRABLE QUALIFICATIONS

- Experience reading and following blueprints, drawings, schematics, and diagrams
- Experience in a diverse workplace

MINIMUM QUALIFICATIONS-FIRE ALARM TECHNICIAN III, IB/GRADE 9 JOB CLASS 8695

High School Diploma or G.E.D.

Five (5) years of successful experience in fire alarm work
Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS
Experience reading and following blueprints, drawings, schematics, and diagrams
Experience in a diverse workplace
MINIMUM QUALIFIDATIONS- FIRE ALARM TECHNICIAN II, IB/GRADE 7 JOB CLASS 8697
High School Diploma or G.E.D.
Three (3) years of successful experience in fire alarm work
Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS
Experience reading and following blueprints, drawings, schematics, and diagrams
Experience in a diverse workplace
MINIMUM QUALIFICATIONS- FIRE ALARM TECHNICIAN I, IB/GRADE 5 JOB CLASS 8706
High School Diploma or G.E.D.
Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS
Ability to read and follow blueprints, drawings, schematics, and diagrams
Experience in this field
Experience in a diverse workplace

DESIRABLE QUALIFICATIONS
High School Diploma or G.E.D.
Three (3) years of successful experience in fire alarm work
Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS
Experience reading and following blueprints, drawings, schematics, and diagrams
Experience in a diverse workplace

Footnote
High School Diploma or G.E.D.