



SOUTH KING FIRE & RESCUE JOB DESCRIPTION

FLEET MECHANIC Non-Exempt / Union Represented

DEFINITION AND SCOPE OF RESPONSIBILITY:

The position of Fleet Mechanic performs specialized and skilled work involving the diagnosis, repair and preventive scheduled maintenance of a variety of gas and diesel powered emergency vehicles and related equipment, including Fire Department apparatus (engines and ladder trucks,) ambulances and automotive staff vehicles. Characteristics of work involve skilled tasks in the maintenance and repair of all motorized equipment and specialized machines, utilizing electronic diagnostic and testing equipment, power and hand tools, as required. Work may be performed indoors at the dedicated Fleet shop or outside from a mobile maintenance truck.

The work requires considerable independent judgment and strong command of automotive parts and systems. Fleet Mechanics are responsible to carry out assignments and handle problems and deviations in accordance with specific instructions, defined policies and procedures, and/or as directed by the Fleet Supervisor and/or Division Chief.

WORK WEEK AND HOURS:

The position is full time, non-exempt, and regularly operates forty (40) hours per week, in accordance with Article 14 of the Local 2024 Collective Bargaining Agreement. Employees may be assigned a five day, eight hour per day schedule (5/8) or a four day, ten hour per day schedule (4/10). Mechanics are expected to respond to after hour calls if needed. Hours worked in excess of the defined work schedule are paid at the overtime rate of 1.5 times (X) the regular hourly wage. The Employer may assign work and determine duties of employees and assign hours at their discretion.

SUPERVISION RECEIVED:

This position reports to and is directed by the Fleet Division Supervisor and/or Division Chief.

ESSENTIAL FUNCTIONS:

- Perform preventive scheduled maintenance, diagnosis and repair of Fire Department automotive, ambulance, fire apparatus; (engines and ladder Trucks) and related equipment utilizing Department service check-off lists.
- Perform preventive maintenance and repair of gas and diesel equipment. Inspect, repair and replace defective components, including but not limited to: suspension, air, brakes, axles, steering, custom cab and body, electrical systems, low voltage circuits, plumbing, fire pump and hydraulic systems.
- Inspect, diagnose, adjust and replace components based on the manufacturer's recommendations and vehicle operating conditions. Operate and maintain a variety of hand tools, power tools and diagnostic equipment.

- Assist with the maintenance and testing of fire pumps, aerials and related equipment. Assist with repairs, rebuilds and installs of hydraulic jacks, pumps, cylinders and controls.
- Maintain records of maintenance, inspection reports, tests and work performed. Enter all service and repair records into Fleet Management Software system.
- Maintain continuing education and automotive certifications (ASE/EVT).
- Pick-up and delivery of vehicles to be serviced, to and from Fire Stations to Fleet Shop. Supply and Inventory control of automotive parts for Fleet Division. Order and return parts as needed. Replace or rebuild needed parts and equipment; fabricate parts as necessary.
- Maintain operation and annual testing of all safety equipment as assigned. Maintain work and shop areas for cleanliness and safety standards. Wear Personal Protective Equipment as assigned.
- Interact with customers and vendors in a courteous and efficient manner. Communicate and present a positive image of South King Fire & Rescue.
- Perform other duties as directed. Adhere to all Department established policies, rules and to the Local 2024 Fleet / Facilities / Plans Examiner Collective Bargaining Agreement.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- The standard methods, materials, tools, techniques, equipment and technology used in the repair and maintenance of fire department equipment and vehicles.
- Air, Electrical, brake, hydraulic and air conditioning systems.
- NFPA and DOT standards as they pertain to vehicle maintenance.
- The occupational hazards and safety precautions of the mechanic trade.
- Basic knowledge of computers and basic record keeping techniques on a computer based work order management system.

Skills and Abilities:

- Ability to read, write and speak the English language. Able to read and understand all forms of service manuals and electrical schematics.
- Effective oral, written and listening communication skills. Able to follow written and verbal instructions.
- Use of common power / hand tools used in the repair and maintenance of vehicles and equipment; including but not limited to: hydraulic lifts, hoists, jacks, drill presses, tire changers and other tools.
- Metal fabrication and welding skills.

- Fabricate and modify equipment. Sandblast and paint equipment; install lights and light brackets, mirrors, removal and installation of decals and other accessories.
- Able to follow safety protocols to avoid risk of injury and/or endangerment to self or others.
- Establish and maintain positive and effective working relationships with employees, other agencies and the public.

PERSONAL ATTRIBUTES:

- Ability to analyze situations accurately and propose effective courses of action. Exercise good judgement and take initiative to solve problems.
- Show a willingness to learn new information and contribute ideas that promote a positive work environment.
- Demonstrate excellent interpersonal people skills and exhibit a courteous, respectful and supportive attitude.
- Able to work independently and in a team environment, with or without supervision.
- Able to prioritize and complete work assignments within specified timelines and deadlines. Able to maintain self-control and professionalism in stressful situations.
- Be respectful, dependable and accountable to self and others. Able to accept advice and constructive criticism, follow rules and regulations and adapt to changing work conditions.
- Ability to embrace the mission, vision and values of the Department.

EDUCATION AND EXPERIENCE:

Minimum Qualifications:

- Achievement of a High School Diploma or G.E.D. equivalent.
- Four (4) years journey-level experience in the repair, overhaul and maintenance of a variety of vehicles and heavy power driven equipment.

Or: In place of the above requirements, the incumbent may possess any combination of relevant education and experience which would demonstrate the knowledge, skill and ability to perform the essential duties and responsibilities listed above regardless of the years of experience.

Desired Qualifications:

- Two (2) year degree from a certified trade school or technical college in a related field.
- Certifications in the following is highly desired:
 - a. Automotive Service Excellence
 - b. Master Diesel Technician and Emergency Vehicle Technician Certifications
 - c. Master Fire Apparatus Technician
- Possessing ownership of mechanic tool set is highly desired.

LICENCES AND OTHER REQUIREMENTS:

- Washington State Driver's license.
- Possess or obtain a Class B Commercial Driver's License (CDL) within one year of hire date. CDL license must be maintained throughout employment.
- Must successfully pass a pre-employment background, drug screening, and driver's record check and maintain an excellent driving record.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Position requires continuous physical motion i.e. bending, twisting, walking, climbing stairs or ladders and other movements necessary to perform job duties.

Employee is frequently required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to balance; stoop, kneel, crouch, or crawl under or around cramped spaces. The employee is frequently required to walk, stand, sit, talk and hear. Occasionally requires lifting or moving equipment up to 50lbs or more, with or without assistance. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

WORK ENVIRONMENT:

Shop Environment - Employees work frequently near moving mechanical parts. Employees occasionally work in outside weather conditions and are exposed to wet and/or humid conditions, fumes and odors associated with fleet service operations.

May have routine exposure to hazards such as high noise levels, adverse weather conditions, workplace chemicals and other potentially hazardous materials and equipment. All proper safety training, protective clothing and protective hearing equipment is provided.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

Fleet Mechanic position classified as Union Represented under IAFF Local 2024 Fleet/Facilities/Plans Examiner Collective Bargaining Agreement (CBA) effective January 1, 2020. Job Description revised January 2021.