

Jurisdictional Class: Pending Jurisdictional Classification (PJC)
Adopted: March 29, 2018
Revised: November 5, 2018

FIREHOUSE VEHICLE CARETAKER-FIRE DISTRICT

DISTINGUISHING FEATURES OF THE CLASS: This is routine work responsible for seeing that all fire equipment and/or firehouse property is maintained. Incumbent performs a variety of minor repairs to various types of fire equipment and/or maintains firehouse property. The work is performed under general supervision, with some leeway in the exercise of independent judgment in carrying out the details of the work. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Ensures that fire equipment and vehicles are ready to go immediately should the alarm be sounded;
Makes minor repairs to fire fighting and auxiliary equipment, as needed;
Notifies superiors of any defects in or damage to equipment;
Checks the operating condition of fire trucks and other fire department vehicles;
Reports any mechanical defects, breakdown or damage to supervisors;
Checks and fills fire trucks and other fire department vehicles with fuel;
Arranges for repair by service providers such as automotive mechanics, tailors, or other skilled tradespeople, as necessary;
Maintains simple records and reports of repairs made or required;
Performs a variety of related duties as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Working knowledge of vehicle repair practices;
Knowledge of specialized equipment utilized in emergency services;
Ability to follow simple oral and written instructions;
Ability to establish and maintain effective working relationships;
Ability to keep simple records.

MINIMUM QUALIFICATIONS: One (1) year of training and/or experience in either building cleaning, building maintenance, or automotive work.