

LEAD FIRE MECHANIC



Description:

Under general supervision, is responsible for supervising mechanics performing both minor and major repairs on various gasoline and diesel powered equipment as well as fire pumps, small engines and related components. This position acts as a working supervisor and provides training to assigned personnel.

Distinguishing Characteristics:

Positions in this classification are characterized by their ability of perform a variety of maintenance and repair duties requiring a higher degree of skill and the ability to work independently with minimal supervision. Incumbents in this classification are first line working supervisors and are responsible for the training of subordinate staff.

The Lead Fire Mechanic reports to the Vehicle Services Supervisor who has direct supervision over the lead mechanics, mechanics, parts room and other personnel.

Duties may include, but are not limited to:

1. Supervises and assists mechanics in locating and diagnosing mechanical difficulties on all types of automobiles, trucks and fire pumps.
2. Personnel inspects all completed shop work, road test equipment, ensures that all equipment and materials are used properly and safely.
3. Provides in-house training.
4. Assumes the responsibilities of the Vehicle Services Supervisor in his/her absence.
5. Assists in assigning work to Mechanics; inspects work in progress; ensures work is progressing as expected.
6. Assists with tracking work orders; makes work orders, insures parts are listed as used, checks for accurate information, closes out work orders.
7. Recommends stock in parts room; makes decisions to increase or decrease stock.
8. Inspects, diagnoses and locates mechanical difficulties on automobiles, trucks, fire apparatus, and on a variety of maintenance and construction equipment; overhauls, repairs, and estimates time and materials needed.
9. Maintains fire pumps; diagnoses and locates mechanical difficulties; determines extent of necessary repairs and estimates time and materials needed; overhauls, repairs and adjusts engines, clutches, transmissions, differentials and related components; certifies fire pump performance test at completion of repairs.
10. Maintains small gas and electrically driven equipment.
11. Repairs or replaces faulty parts and components; fabricates, modifies, welds parts for equipment as necessary; repairs and installs electrical and mechanical components.

12. Performs and establishes preventative maintenance functions and programs for agency vehicles.
13. Conducts emergency repairs on vehicles in the field; transports equipment as necessary.
14. Maintains work, time and material records; assists in maintaining parts and inventory and procurement.
15. Troubleshoots electronic systems on both automotive and diesel vehicles.
16. Provides vacation and temporary relief as required.
17. Other related duties as required.

Typical Qualifications:

Requires five years of journey-level experience in automotive, truck or heavy equipment repair and maintenance including fire pumps. Supervisory or lead experience is highly desirable.

Must possess and maintain a valid Class "A" California driver's license with manual transmission, tanker and air brake endorsements, and State Air Conditioning certification. Must have proof of automobile liability insurance at the time of appointment. Must have and maintain ASE Master Mechanic Certification. Must have and maintain State Fire Mechanic Level I.

Health and Physical Condition:

Persons seeking appointment to this class must meet the health and physical condition standards deemed necessary and proper for performance of the duties established by the San Bernardino County Fire Department.

The statements in this class specification are intended to describe the general nature and level of work being performed by incumbents assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

Job Code: 49116

Salary Range: AX5

Representation Unit: General Fire Support

Last Updated: 9/15/09