



Serving North Spokane County

Position Description

EFFECTIVE April 1, 2025

POSITION

Maintenance Technician 1

PURPOSE STATEMENT

Under general supervision of the Division Chief of Logistics, performs skilled mechanical tasks in the diagnosis of malfunctions, preventative maintenance, and repair and overhaul of diesel and gasoline powered vehicles and equipment. As directed, the Maintenance Technician shall be responsible for maintaining and making necessary repairs to the various: facilities and vehicles in the fleet and associated District equipment. The central purpose of this position is to ensure that the District's apparatus and equipment receive the necessary care, repair, and maintenance to protect and extend the useful life and service of these capital assets.

SUPERVISION

The career Maintenance Technicians report directly to the career Division Chief of Logistics.

JOB DUTIES AND RESPONSIBILITIES

The following statements are illustrative of the essential functions of the job and do not include other nonessential or peripheral duties that may be required. Spokane County Fire District 4 retains the right to modify or change the duties or essential functions of the job at any time.

- Must be willing to work District assigned work schedule.
- Ability to follow verbal and written instruction; ability to communicate effectively orally and in writing.

- Ability to establish effective working relationships with employees, other agencies, and the public.
- Have knowledge of and be skilled in all aspects of preventive maintenance and repair of: hybrid, gasoline, and diesel engine drivetrains; emissions control systems; advanced electrical and on-board computers; steering and suspension components; hydraulic and air brake systems; fire pumps and plumbing; foam systems; hydraulic systems; aerial apparatus; and standby generator systems.
- Perform maintenance, repair, and annual testing of: fire apparatus, fire pumps, and aerial apparatus.
- Perform maintenance and repair of: aid cars and medic units; staff and support vehicles; watercraft; trailers; and standby generators.
- Perform troubleshooting, maintenance, and repairs of emergency warning systems and equipment.
- Perform troubleshooting, maintenance, and repairs of communication equipment.
- Perform welding and fabrication, complete projects using different metals, plastics and wood.
- Schedule and accomplish maintenance, and repairs in a timely manner, using such approved assistance from other mechanics or fire district personnel, as needed.
- Maintain complete and explicit records of all vehicle maintenance and repairs, using the system provided.
- Upon request, perform emergency repairs as necessary, outside of normal working hours.
- Maintain a safe, neat, and organized work area.
- Perform assigned duties under the direction of the Shop Supervisor or their delegate and be able to work with limited supervision.
- Perform other duties as assigned.

MINIMUM QUALIFICATIONS:

- High School Diploma or General Education Degree (GED) equivalent.
- Associate's degree or other equivalent training in heavy truck or automotive repair.
- Minimum two (2) years full-time experience as a heavy truck or automotive mechanic.
- Basic computer skills, including word processing, spreadsheets, internet, and maintenance software.
- At the Fire Chief's discretion, any equivalent combination of education, experience, and training that provides the required knowledge, skills, abilities.
- Upon employment, and while employed, must hold and continuously maintain, a valid Washington State Driver's License.
- Must be insurable under the Department's existing vehicle and umbrella liability insurance carrier and Washington State law.

- Must possess or obtain Class A CDL within the first year of employment.
- Employee shall have or obtain a Level I, EVT certification on the Fire Apparatus track (F-series) within the first 12 months of employment. Details can be found at www.evtcc.org.
- Employee shall have or obtain a Level II, EVT Certification on the Fire Apparatus track (F-series) within the first 24 months of employment.
- Employee shall have or obtain a Level III (Master), EVT Certification on the Fire Apparatus track (F-series) within the first 36 months of employment.
- Once the employee attains the certifications detailed above, they will advance in the salary matrix under “Maintenance Technician” as appropriate.
- Perform related work as assigned.

HIGHLY DESIRED QUALIFICATIONS:

- Working knowledge of NFPA standards for maintenance and inspection of fire apparatus and vehicles.
- Experience developing and maintaining a comprehensive preventative maintenance program.
- Achievement of Level III (master) Ambulance (E-series) EVT Certification.
- Achievement of ASE Master Automobile & Light Truck Technician Certification.
- Achievement of ASE Master Medium-/Heavy Truck Technician Certification.

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 accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit; talk or hear; stand; walk; use hand to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste and smell.

The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed primarily in stations, vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night times. Individuals are exposed to loud noises for prolonged periods.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals.

NOTE:

Appointees will be subject to completion of a standard 12-month probationary period. All desired qualifications must be obtained during the 12-month probationary period.

The examples of duties are intended only as illustrations of the various types of work 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.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.