

CLASS SPECIFICATION FOR
Firefighter Technician

GENERAL STATEMENT OF DUTIES: Performs routine paraprofessional and administrative fire service and emergency response work in support of the Division of Fire; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class maintains the Division's Self Contained Breathing Apparatus (SCBA) equipment and inventory, and performs other routine duties in support of fire and emergency services. May also be required to perform public education programs, as warranted by level of training possessed or given. Work is performed under supervision of sworn or non-sworn personnel, with detailed instructions being given for each new assignment. The work is closely inspected upon completion.

EXAMPLES OF WORK (illustrative only):

- Performs routine and emergency repairs of Self Contained Breathing Apparatus (SCBA) equipment;
- Performs SCBA face piece testing;
- Manages the SCBA parts inventory;
- Works with outside vendors to order and obtain parts;
- Maintains detailed records, and utilizes specialized SCBA software in order to better manage the SCBA program;
- Provides logistical support to the Division of Fire, to include pulling and delivering supply orders to fire stations, as well as loading and unloading deliveries by vendors;
- Drives fire apparatus to outside vendors;
- Fills and delivers small LP gas tanks to fire stations, as well as moves and delivers small and large Oxygen tanks;
- Operates laundry facility;
- Picks up and decontaminates EMS equipment;
- Assists with the sizing of new firefighting turn-out gear;
- Completes and prepares administrative paperwork, as needed;
- Performs related work as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Some knowledge of fire prevention ordinances, State fire laws and County fire codes; considerable knowledge of County and Division rules, regulations, policies, and procedures; working knowledge of current Fire/EMS skills, techniques, strategies, tactics and equipment; good knowledge of County streets, roads, and principle buildings; and some knowledge of the DOF locations, roadways and surrounding jurisdictions. Demonstrated aptitude for mechanical work. Ability to carry out verbal and written instructions; ability to operate a motor vehicle; ability to make arithmetical computations; good organizational skills; effective oral and written communication skills; flexibility; and physical conditioning that permits walking long distances, stooping, heavy lifting, reaching, driving and occasional work under adverse temperatures and/or weather conditions.

MINIMUM EDUCATION AND EXPERIENCE: Graduation from high school; or, any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

ADDITIONAL REQUIREMENTS: Valid driver's license from the Commonwealth of Virginia. Upon hire, applicant must attend, pass, and maintain the MSA Repair Technician Certification Training. This position requires repetitive lifting of weight up to 50 pounds to a height of 3 feet. Must be able to drive medium and large emergency and non-emergency equipment.

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This is a class specification and not an individualized job description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.