



# Daisy Mountain Fire District

515 E. Carefree Hwy., PMB 385 ■ Phoenix, AZ 85085  
Office (623) 465-7400 ■ Fax (623) 465-7632  
■ [www.DaisyMountainFire.org](http://www.DaisyMountainFire.org)

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## Job Description

To maintain and repair automotive and related equipment requiring a high degree of technical ability. The applicant must be able to carry on the intermediate phases of work without assistance and is expected to exercise independent judgment in determining methods of repair. Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality, seamless customer service. Comply with the rules, policies, and procedures as set forth by the District. Perform other related duties as assigned. This position requires the employee to have personal tools and be subject to on-call status.

### ESSENTIAL FUNCTIONS

- Assist the Shop Foreman and all customers in a positive cooperative manner
- Perform routine and periodic servicing of all types of firefighting automotive equipment, apparatus and related equipment for the Daisy Mountain Fire District.
- Maintain supplies such as oil, transmission fluid, light bulbs, and other related supplies.
- Operate fueling, lubricating, tire changing and related service tools and equipment.
- Report mechanical and operating defects in vehicles and equipment to immediate Supervisor for appropriate corrective action.
- Perform minor adjustments and repairs to vehicles and fire apparatus.
- Service vehicles and fire apparatus in the field.
- Maintain vehicle service and related records in accordance with established procedures.
- Inspect vehicle for excessive or abnormal wear on tires and parts, leaking lines and hoses, and obvious mechanical, structural or electrical defects.
- Understand the operation of service vehicles such as fire apparatus or District vehicles.
- Assist with the maintenance of inventory and issuance of service supplies and materials.
- Maintain service records and prepare reports.
- Perform janitorial duties to provide a clean and safe work and supply room area.
- Comply with the rules, policies and procedures as set forth by the District.

# Job Requirements

## REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

### **Knowledge of:**

- Design and performance of Fire Apparatus. (direct from ASE/EVT Technician Level I)
- NFPA 1901 Standards pertaining to construction and maintenance of Fire Apparatus.
- Mechanical - Automotive and heavy equipment service work including oil, fuel, hydraulic, cooling and battery system servicing, lubrication, and tire repair and replacement.
- Tools, equipment, materials and methods employed in the servicing of automotive and heavy equipment.
- Automotive and heavy equipment mechanics and operating characteristics.

### **Skills:**

- Repair equipment or systems using the needed tools.
- Troubleshooting – Determine causes of operating errors and decide what to do about it.
- Operation Monitoring – Watch gauges, dials, or other indicators to make sure equipment is working properly.
- Equipment Maintenance – Perform routine maintenance on equipment and determine when and what kind of maintenance is required.

### **Ability to:**

- Identify obvious mechanical and operating defects.
- Recognize hazards and report them to Safety Officer.
- Perform all types of automotive and heavy equipment service work and to properly and safely use and care for service tools, equipment, and materials.
- Operate service vehicles and maintain service records.
- Maintain a small inventory of supplies and equipment.
- Add, subtract, multiply and divide whole numbers.
- Communicate effectively, both orally and in writing, in the English language with customers, clients, employees and the public in face-to-face, one-on-one settings, in group settings, or using a telephone.
- Produce written documents in the English language with clearly organized thoughts using proper sentence construction, punctuation, and grammar.
- Understand and follow oral and written instructions in the English language.
- Comprehend and make inferences from written materials in the English language.
- Establish and maintain effective working relationships by working cooperatively with others.
- Maintain a positive and professional work environment.
- Work safely and courteously to promote a strong team atmosphere.

**Additional Requirements:**

Some positions require the use of personal or District vehicles on District business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Some positions will require the performance of other essential or marginal functions depending on work assignment, location or shift.

**Pre-employment Drug Testing Required: Yes**

**OTHER REQUIREMENTS**

- Possess a complete set of hand tools, at employee's expense, to use on the job within one year of hire.
- Must attend industry training and or obtain at least one EVT certification annually.

**MINIMUM EDUCATION, EXPERIENCE, AND TRAINING**

- High School diploma or GED equivalency
- A Commercial Driver's License (CDL) with a tender or tanker endorsement is required for this position. If the employee does not have the proper license it must be obtained within 90 days of hire.
- A minimum of four (4) years experience in automotive service work including some experience in servicing heavy equipment

**PREFERRED:**

- ASE T-4 and T-5 from EVT Certification Commission, no equivalents
- EVT F-1 and F-2 from EVT Certification Commission, no equivalents
- Mechanical experience for Fire Apparatus and/or Ambulance

# Job Snapshot

**Employment Type** Full-Time

**Job Type** Automotive, Skilled Labor - Trades, Government

**Education** High School diploma or GED

**Experience** At least 4 year(s)

**Starting Pay** \$41,600 Annually or DOE

**Benefits**

Health and Dental Insurance

Life Insurance

457b Deferred Compensation Plan

Paid Holidays

Paid Vacation/Sick Leave

Employee Assistance Program (EAP)

Tuition Reimbursement

Resumes with copies of all certifications will be accepted the following ways:

- In person at Daisy Mountain Fire admin, located at 43814 N. New River Rd. Phoenix, AZ. 85087
- By mail at 515 E. Carefree Hwy PMB 385 Phoenix, AZ 85085 Attn: H.R. Department
- By fax at (623) 465-7632 Attn: H.R. Department

All resumes and certifications must be received or postmarked by Wednesday February 10<sup>th</sup> at 5pm.