

## FIRE STATION MAINTENANCE WORKER / DRIVER

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for cleaning and performing minor maintenance to various types of fire equipment, fire station building and property. The position is also responsible to drive to and from a fire emergency scene, if necessary. The position is not responsible for any firefighting duties, including removing the hose from truck, connecting to hydrant, operating hoses, entering buildings or fighting fires in other ways. Under supervision, an employee in this class must ensure that all fire equipment and property is ready for immediate use. Supervision of employees is not exercised. Does related work as required.

### TYPICAL WORK ACTIVITIES: (Illustrative only)

Ensures that fire equipment is properly functioning and ready to go immediately after the alarm is sounded;

Cleans fire apparatus including trucks, pumps, turn out gear, and other fire equipment;

Occasionally makes minor repairs to fire fighting and auxiliary equipment;

Cleans, sweeps and mops the fire station;

Performs general cleaning consisting of window cleaning, washing walls and other related cleaning activities to maintain good appearance of District facilities;

Monitoring radio and alarms: concurrently with general cleaning and maintenance, listens for alarms and to radio for direction from dispatchers;

Calls for help when needed;

Fills fire trucks with gas and ensures they are in working order;

May drive truck to an emergency scene;

May operate pump on truck;

May operate aerial ladder on ladder truck;

May maintain simple records and support duties including purchasing supplies to contribute to the maintenance of District property and facilities;

May call automotive mechanics or other skilled trades people to explain the nature and extent of damage to various types of fire fighting equipment or may report this to supervisor;

May arrange chairs and tables and other equipment for special use of fire station;

May clear snow and ice from driveways and walks;

May mow lawns and perform a variety of other grounds keeping tasks on fire District property as assigned.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Working knowledge of basic cleaning maintenance activities; working knowledge of minor maintenance; working knowledge of fire apparatus; skill in the use of cleaning and maintenance equipment; skill in the use of grounds maintenance tools and equipment (e.g., mowers, snow blowers); ability to understand and follow simple oral and written directions; ability to lift heavy objects and perform work requiring bending, climbing, reaching, and repetitive motion; ability to get along well with others; willingness to perform routine cleaning and other physical tasks. Physical condition commensurate with the demands of the position.

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MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma.

SPECIAL REQUIREMENT FOR APPOINTMENT: Possession of the appropriate valid New York State driver's license at time of appointment and maintenance of such license throughout the tenure of employment in the position.

REVISED: APRIL 20, 2012

CIVIL SERVICE CLASSIFICATION: NON-COMPETITIVE