



Date Est: 03/2023  
Last Rev: 03/2023  
Last Title Change: 03/2023  
FLSA Status: Non-Exempt  
Classification: Part-Time  
Probation: 12 Months  
Range: \$21.29-\$33.34/hr

## **NORTH LAKE TAHOE FIRE PROTECTION DISTRICT**

866 Oriole Way – Incline Village, NV 89451-9439  
(775) 831-0351 Fax (775) 831-2072 [www.nltfpd.net](http://www.nltfpd.net)  
**Ryan Sommers –Fire Chief**

### **ASSISTANT FIRE MECHANIC**

#### **DEFINITION**

Part-time (20hr/week) Fire Mechanic to service, maintain and repair Fire Apparatus, Engines and Emergency Vehicles.

#### **EXPERIENCE AND TRAINING REQUIREMENTS**

Responsibilities for ensuring the functionality and reliability of Fire Apparatus, Engines and Emergency Vehicles. An excellent Mechanic must have manual dexterity and great attention to detail. They must be able to work with various pieces of equipment and tools to include following all safety precautions.

#### **REQUIRED LICENSES OR CERTIFICATIONS**

- A valid driver's license.
- Possession of the National Institute for Automotive Service Excellence (ASE) certification in either Light Truck/Automobile or Medium/Heavy Duty Truck, or certification from a vocational school/completion of apprenticeship is preferred. If no certification is in possession, one must be obtained prior to completion of probationary period.
- Must have, or have the ability to obtain, a Nevada's Driver's License with an "F" endorsement (**provided through the Fire Department**) that complies with the Nevada Department of Motor Vehicles' requirement, prior to completion of probationary period.
- Completion of high school education or equivalent.

#### **ESSENTIAL FUNCTIONS:**

- Inspect Fire Apparatus and Emergency Vehicles according to NFPA 1911 standard of Inspection, Maintenance, Testing and Retirement of Emergency Vehicles.
- Service, maintain, repair, and modify District Equipment, from small engines and light trucks to medium and heavy-duty trucks/equipment.
- Conduct repairs aiming for maximum reliability on Emergency Vehicles.
- Troubleshoot and diagnose reported problems and resolve them in a timely manner.

## ASSISTANT FIRE MECHANIC JOB DESCRIPTION CONTINUED

- Perform thorough maintenance and services on Fire Apparatus and Emergency Vehicles.
- Clean and apply lubricants to Department Vehicles.
- Replenish fluids and replace various components on Department Vehicles.
- Provide consultation on correct operation and preventative measures to the operators of Department Vehicles.
- Undertake other duties as assigned (i.e., repair of small engine equipment, upfitting accessories and aftermarket parts to vehicles/equipment.)
- Perform duties and responsibilities in a safe and prudent manner that does not expose them or others to unnecessary harm or risk of on-the-job injury.
- Maintain logs of work and maintenance records on all vehicles and equipment.
- Inventory/order parts and shop supplies to ensure minimal vehicle down-time.
- Pursue and maintain Mechanic/EVT (Emergency Vehicle Technician) Certifications.

### **QUALIFICATIONS FOR EMPLOYMENT**

- Proven experience as Mechanic.
- Experience on Medium/Heavy Duty trucks with air brakes.
- Excellent knowledge of various vehicles, engines, water pumps and mechanical equipment.
- Knowledge of hydraulic/electrical systems and their components and understand their functional operation.
- Skill in using various hand tools, power tools, shop equipment and precision measurement devices.
- Ability to follow established procedures & practices and read instruction, schematics, and wiring diagrams.
- Aptitude in learning.
- Commitment to all Department health and safety guidelines and district operation.
- Effective communication skills.
- Strong attention to detail is critical.
- Problem-solving ability.

**WORKING CONDITIONS**

- Ability to operate apparatus including driving, pump operation, lifting and pulling hose and equipment. Ability to stand and walk for extended periods. Ability to frequently stoop, bend, and kneel. Corrected hearing and vision to normal range. Verbal communication and reading ability. Ability to work at considerable heights. Ability to perform sustained and vigorous activities in a variety of environmental conditions. Ability to tolerate exposure to heat, fumes, smoke pressurized water, and chemicals.
- Position may require varied shifts including evenings, weekends, and/or holidays for emergencies.
- Most of the work is performed in a garage facility and/or outside. Frequent exposure to outside conditions such as extremes of hot and cold, wet and/or humid conditions, dust, grease, fumes, and toxic or caustic chemicals. Incumbents frequently work near moving mechanical parts and are exposed to working near or around loud engine noises. Frequent exposure to petroleum product vapors as well as skin contact with petroleum products. Occasionally assigned to work independently in isolated geographic areas.
- In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.