

MAINTENANCE MECHANIC I (FIRE SAFETY)

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, performs a wide variety of apprentice level work in the repair, maintenance and inspection of fire safety equipment for the Westchester County Medical Center. The incumbent works independently on less complex and routine projects, under standard operating procedures, and under supervision on the more difficult and complex jobs. The incumbent also acts as an assistant to the Fire Inspector in responding to fire alarms and emergency situations. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Maintains, cleans, and inspects fire extinguishers, fire hoses, and fire blankets in all Medical Center buildings on a monthly basis;

Verifies, on a monthly basis, an "opened, locked status" for every OY+S sprinkler valve in all Medical Center buildings;

Maintains an inventory of OY+S sprinkler valves, fire extinguishers, fire hoses, and fire blankets;

Performs emergency maintenance, both scheduled and in response to emergency situations, as required;

Completes necessary work orders and equipment logs to supervise and maintain the status of emergency fire exits, fire doors, and fire fighting tools;

Responds to fire alarms and emergency situations in the event that the Fire Inspector is unavailable;

Updates evacuation routes and fire alarm directory codes throughout the Medical Center;

Installs signs indicating location of fire extinguishers, fire blankets, and fire hoses;

Installs fire hose racking when necessary;

Delivers needed fire safety equipment within the Medical Center complex;

Maintains work area in a clean, orderly and safe condition;

Maintains records of work completed and prepares required reports;

Requisitions necessary materials and supplies as required and maintains records of their use to ensure that materials are there when needed;

Performs routine and emergency repairs and maintenance, both scheduled and in response to emergency situations.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of fire prevention methods; good knowledge of the principles and practices of fire fighting; good knowledge of codes related to fire safety; good knowledge of the operation of automatic sprinkler systems, stand pipes and hoses, and how to test this equipment; good knowledge of the operation of a standard fire alarm system and its component parts including fire alarm boxes and ticker tape and how to test this equipment; good knowledge of the methods of conducting a fire drill and the condition in which an evacuated building should be left; good knowledge of the methods of extinguishing a variety of fires; ability to operate a fire pumper truck and all allied equipment; ability to give lectures and demonstrations of fire prevention and fire fighting; ability to conduct and evaluate fire drills; ability to prepare reports; ability to communicate clearly, both orally and in writing; reliability; dependability; initiative; resourcefulness; sound judgment; agility; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: High school or equivalency diploma and two years experience as a paid firefighter.

NOTE: Verifiable experience as an active volunteer firefighter may be substituted for an equivalent amount of experience as a paid firefighter.

SPECIAL REQUIREMENTS: 1. Completion of the basic course in Fire Essentials is required at time of appointment. An incumbent is expected to stay current by attending appropriate courses in firematics. 2. Possession of a valid New York State driver's license appropriate to the equipment operated. 3. Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety.