St. John's Regional Fire Department
Policy and Operational Guidelines

Title: 01-02-16 Fire Equipment Maintenance Technician

Document Type: Job Descriptions

Status:
Issued By: Fire Chief/Director

Index: 01 Organization
Section: 02 Department Job Descriptions
Title: 16 Fire Equipment Maintenance Technician

Purpose

To outline the duties and responsibilities of the position of Fire Equipment Maintenance Technician

Background

This replaces POG #01-02-16, "Fire Equipment Maintenance Technician", dated 2020/08/14.

Procedure

FIRE EQUIPMENT MAINTENANCE TECHNICIAN

Responsibilities

This position works under the general direction of the Deputy Fire Chief - Operations. This position will work primarily out of Mount Pearl Station 4 but may report to various locations as operational requirements dictate. The incumbent will be required to perform the duties in the absence of the Fire Equipment Procurement Technician.

Duties

a. Repairs and ensures that all fire hose in the SJRFD is tested as required.

b. Repairs and ensures that all fire ground ladders in the SJRFD are tested yearly.

c. Maintains and services the following:

- self-contained breathing apparatus
- firefighting tools and appliances
- confined space breathing system
- thermal imaging cameras
- Cascade System for breathing air
- resuscitation equipment and oxygen
- chainsaws, vent saws, cut-off saws and extrication equipment

d. Assists with preparing orders and/or Tenders when directed to do so by the Deputy Fire Chief Operations or the Fire Chief/Director or his/her designate for the purchasing of firefighting equipment parts and other related stock on a computerized system.

e. Manages, organizes and updates records on fire-related equipment (SCBA, ladders, saws, hose, thermal imagers and all other equipment under his/her responsibility).

f. Maintains an inventory of firefighting and other related equipment assigned to the St. John's Regional Fire Department on a computerized system.

g. Maintains a good knowledge of the Rules and Regulations, Policies and Procedures of the Department, the current Collective Agreement and any other applicable policies, procedures or legislation.

h. Keeps abreast of NFPA, CSA, UL, ULC, ANSI and other standards relating to fire safety equipment.

i. Maintains a knowledge of catalogues and cross reference numbers for comparable quality firefighting equipment products of one supplier to another.

j. Performs all other related activities as required or assigned by the Fire Chief (Director of Regional Fire Services) or his/her designate.

k. Ensures the expiry dates of certifications, training programs and documents that are required to perform the duties of this position is regularly communicated to Management for updating in a timely manner.

Approvals
Fire Chief/Director

Approval Date
2020/08/18

Responsibility
St. John's Regional Fire Department

POG #01-02-16
Approved by:

Sherry L Colford
Fire Chief
Director of Regional Fire and Emergency Services

2020-08-20
Date

Appendix/Appendices
None