



Office of Human Resources
Fire Alarm Technician - CJ3034
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General Statement of Duties

Performs journey level skilled technical trades work to install, maintain, repair, inspect, and troubleshoot fire alarm systems for City facilities including fire alarms, fire suppression, and smoke detection systems.

Distinguishing Characteristics

This is a unique classification in the skilled trades and is distinguished from other trades classes due to the specialized training and experience required for each classification.

Essential Duties

Install, program, configure, commission, maintain, trouble shoot, perform diagnostics, and repair of fire alarm systems and fire suppression systems.

Ensure compliance with NFPA, including performing annual device testing for fire alarm systems and complete and maintain all records required by NFPA-72.

Performs basic programming for electronic components of fire alarm systems.

Assist in testing of fire systems including fire sprinkler valves, smoke control systems

Perform fire alarm system take offs and layout.

Maintain and rewire pressure and flow switches.

Responds to electrical service or trouble calls, troubleshoots various problems/issues, and provides problem resolution.

Prepares working sketches and works from blueprints, schematics, and written or verbal instructions.

Prioritizes daily work orders and repairs.

Estimates materials, labor, and equipment costs.

Maintains records and prepares daily activity reports and follow applicable building codes.

Assists in the maintenance and repair work in a variety of skilled trades areas.

By position, perform snow removal duties.

By position, may be required to be on-call to address emergent needs.

Performs other related duties as assigned.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Attention of Detail – Is thorough when performing work and conscientious about attending to detail.

Customer Service – Works with customers to assess needs, provide assistance, resolves problems, and satisfy expectations, knows products and services, and is committed to providing quality products and services.

Oral Communication - Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Reading - Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs or tables; applies what is learned from written material to specific situations.

Technical Competence – Uses knowledge that is acquired through formal training and extensive on-the-job experience to perform one's job, works with, understands, and evaluates technical information related to the job, and advises others on technical issues.

Technical Problem Solving – Troubleshoots, diagnoses, analyzes, and identifies system malfunctions to determine the source and cause of problems.

Knowledge & Skills

Knowledge of safety hazards and necessary safety precautions sufficient to be able to establish a safe work environment for self and others.

Knowledge of electrical equipment, components, instruments, and burglar and fire alarm systems including installation, testing, uses, repair, and maintenance.

Knowledge of machines and tools including their designs, installation, uses, repair, and maintenance.

Knowledge of electronic theory, circuits, components, and material properties (excluding computers).

Level of Supervision Exercised

None

Education Requirement

Graduation from high school or the possession of a GED, HiSET or TASC Certificate.

Experience Requirement

Five (5) years of documented experience in fire alarm or fire detection systems.

Education & Experience Equivalency

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

By position, requires a valid Driver's License at the time of application.

By position, requires a valid Commercial Driver's License (CDL "B") with appropriate endorsements prior to completion of probation period.

By position, possess a Denver Fire Department Fire Alarm Installers License.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Atmospheric Conditions: conditions that affect the skin, eyes or respiratory system.

Potential exposure to cement dust

Potential exposure to chemicals, gas and low-level radiation

Potential exposure to cold temperature, cold enough to cause bodily discomfort

Potential exposure to cold weather conditions (indoor/outdoor)

Potential exposure to conditions that affect the skin or respiratory system.

Potential exposure to dust

Potential exposure to extreme temperature changes

Potential exposure to hazardous anesthetic agents, body fluids, and bio-wastes

Potential exposure to hazardous conditions where there is a danger to life, body, and/or health

Potential exposure to hazardous/toxic chemicals

Potential exposure to hazards from electro/mechanical/power equipment.

Potential exposure to hazards of steam and heat

Potential exposure to heat temperatures, hot enough to cause bodily discomfort

Potential exposure to hot and humid work environment

Potential exposure to housekeeping/cleaning agents/chemicals.

Potential exposure to humid conditions with high moisture content to cause bodily reactions

Potential exposure to odorous chemicals

Potential exposure to odors in animal areas

Potential exposure to odors in kitchen and animal areas

Potential exposure to temperature changes: variations in temperature from hot too cold

Potential exposure to toxic chemicals.

Potential exposure to unpleasant elements (accidents, injuries, and illness).

Extreme cold conditions

Handles emergency or crisis situations

Noise sufficient to cause distraction or possible hearing loss

Personal Safety: aware of surroundings, people, and events

Pressure due to multiple calls and inquiries

Subject to burns and cuts

Subject to electrical and radiant energy hazards

Subject to hazards of flammable or explosive gases

Subject to injury from moving parts of equipment or vehicles

Subject to precarious or high locations

Subject to pressure for multiple calls, inquiries, and interruptions

Subject to varying and unpredictable situations

Subject to traffic, roadways, and pedestrians

Subject to vibrations and strain on the body to cause bodily harm if endured daily

Temperature Changes: variations in temperature from hot too cold.

Temperature Changes: variations in temperatures from hot too cold when works in field

Wet: frequent contact with water or other liquid.

Wet: frequent contact with water, liquid, chemicals, or sanitary sewage

Works in confined, uncomfortable or awkward locations

Works in precarious or high locations.

Level of Physical Demand

4-Heavy (50-100 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Agility: Ability to move quickly and easily.

Balancing: Maintaining equilibrium.

Carrying: Transporting or moving an object.

Climbing/Balancing: Ascending walls, fences, and other obstacles and maintaining equilibrium.

Climbing: Ascending or descending an object or ladder.

Color vision: Ability to distinguish and identify different colors.

Crawling: Moving about in a low or crouched position.

Crouching: Positioning body downward and forward.

Depth Perception: Ability to judge distances and space relationships.

Endurance: Ability to restrain animals for a substantial period of time.

Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.

Feeling: Perceiving attributes of objects by means of skin receptors, communication, or otherwise.

Field of Vision: Ability to sharply detect or perceive objects peripherally.

Fine Dexterity: Sufficient coordination to operate a vehicle and manipulate objects.

Fingering: Picking and pinching, through use of fingers or otherwise.

Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.

Hazards: Conditions where there is danger to life, body and/or health.

Hearing/Talking: Perceiving and comprehending the nature and direction of sounds/ability to communicate ideas.

Hearing: Perceiving and comprehending the nature and direction of sounds.

Kneeling: Assuming a lowered position.

Lifting: Moving objects weighing no more than 100 pounds from one level to another.

Neck Flexion: Perceiving objects located above or below.

Oral Comprehension: Ability to discern the meaning of oral speech.

Physical Strength: Exerts force to transport objects of 100 pounds or more.

Pulling: Exerting force upon an object so that it is moving to the person.

Pushing: Exerting force upon an object so that it moves away from the person.

Reaching: Extending the hands and arms or other device in any direction.

Repetitive motions: Making frequent or continuous movements.

Sitting: Remaining in a stationary position.

Stamina: Ability to work over long periods of time without tiring.

Standing: Remaining in a stationary position.

Stooping: Positioning oneself low to the ground.

Talking: Communicating ideas or exchanging information.

Vision Far Acuity: Ability to perceive or detect objects clearly at 20 feet or more.

Vision Near Acuity: Ability to perceive or detect objects at 20 inches or less.

Vision: Ability to perceive animal behavior, comprehend signs, and detect color.

Walking: Ability to move or traverse from one location to another.

Written Comprehension: Ability to discern the meaning of written words.

Background Check Requirement

Criminal Check

Employment Verification

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: J-621

FLSA Code: N

Established Date: 9/21/2018

Established By: LS

Revised Date:

Revised By:

Class History: