

<b>Scotts Valley Fire Protection District</b>	<b>Policy: 512</b>
<b>Subject: Mechanic Duty Statement</b>	<b>DATED: April 9, 2003</b>

***Policy 512: Mechanic Duty Statement***

1. The Scotts Valley Fire Protection District mechanic shall hold the position of firefighter II, as a minimum, and will be paid in accordance with the district memorandum of understanding, if assigned.
2. The mechanic will report to the operations chief in charge of apparatus and will keep him/her informed and up-to-date as to the needs and progress of repairs and maintenance.
3. The mechanic's assignment will include the following areas of responsibility, within his/her capability, above and beyond the responsibilities of the engineer. These responsibilities will be performed in such a manner as to not deter from performing his/her customary duties. In addition, this position does not relieve district firefighters and engineers from assuring apparatus is consistently in safe working order.
  - Safety inspections and other routine inspections and record keeping to comply with state and local requirements.
  - Repair and replacement of mechanical and electrical parts, drive systems, suspension systems, brake systems, fuel systems, steering systems, electrical systems, cooling systems, main fire pumps, priming pump, etc.
  - Preventive maintenance, lubrication, and inspection of apparatus and equipment.
  - Order and maintain necessary parts, lubricants, and supplies.
  - Maintain records of all work and costs.
  - Assist in budget recommendations for repair and maintenance activities.
  - Be available to perform emergency and/or other repairs off duty as needs may dictate.
4. Minimum Qualifications
  - Hold the position of firefighter II for the Scotts Valley Fire Protection District.
  - Five (5) years in the department, or equivalent experience.

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- Experience in the repair and maintenance of fire apparatus, gas and diesel power engines, fire pumps and their components, and braking systems.
- State certified Mechanic I and Air Brakes.
- Computer background.

5. Desirable Qualifications

- Experience with metal fabrication, welding, body repair, and painting.

The mechanic position is an administrative appointment by the fire chief. The process for appointment/removal from the assignment is at the discretion of the chief.

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Board Chairperson:



Fire Chief:

