

## Maintenance Tradesworker - Alarm Technician

### **BASIC FUNCTION:**

Under direction to perform highly skilled work in installing, repairing, testing, and maintaining fire alarm and intrusion alarm systems; to perform semiskilled and skilled duties in other maintenance trade areas; and to do other related work as required or assigned.

### **DISTINGUISHING CHARACTERISTICS:**

This position is characterized by the responsibility to perform highly skilled installation, servicing, testing, and repairing a wide variety of District alarm systems and various electronic equipment. The Maintenance Tradesworker - Alarm Technician classification is assigned to the Director of Support Services.

### **ESSENTIAL JOB FUNCTIONS:**

1. Inspects, repairs, installs, tests, services, and maintains fire alarm and intrusion alarm equipment and systems including all sensors, panels, related software and hardware, power circuits, control equipment, detectors and other related equipment.
2. Installs, replaces, and repairs interior and exterior wiring and conduit for related systems.
3. May occasionally perform repair work on audio visual equipment, phone systems, public address, and intercom systems.
4. Assists with the constructability review of all District project drawings and spec books, development of District Standards for fire and intrusion alarm systems as well as participate in punch list and job walks.
5. Assists other Maintenance personnel with electrical and electronic control problems and supervises the work of helpers.
6. Recommends when outside vendor repair may be necessary, tracks such repairs; reviews contractor's compliance with District Standards and evaluates installation of new equipment.
7. Maintains inventory of frequently used parts.
8. Makes recommendations for repair to or replacement of defective or worn electronic equipment.
9. Establishes a testing and repair schedule for fire and intrusion alarm systems.
10. Maintains a variety of records for use by the department, which includes data such as location and repair of specific electronic equipment.
11. Responds to fire and disaster alarms, participates in scheduled District site inspections by the assigned Fire Marshall. Makes note of all deficiencies cited in the facility's fire alarm control panel and alarm system and corrects deficiencies prior to reinspection.
12. Drives a District service vehicle to and from work sites.

### **JOB REQUIREMENTS AND QUALIFICATIONS:**

1. High school diploma or equivalent education.
2. Two years of experience in the installation, maintenance, and repair of fire alarm and intrusion alarm systems.
3. Fire Alarm Technician Certification.
4. Possession of a valid California Motor Vehicle License.
5. Knowledge of methods, practices, materials, tools, and equipment used in the electrical and alarms trades.
6. Knowledge of building codes, electrical codes, and regulations applicable to school facility maintenance, repair, and construction.
7. Knowledge of the National Electrical Code and of the Electrical Safety Orders of the Industrial Accident Commission.
8. Ability to skillfully use tools and equipment in performing electrical installation, maintenance, and repair activities.
9. Ability to work from blueprints, sketches, shop plans, shop drawings, and specifications.
10. Ability to maintain records and prepare complete and concise reports.
11. Ability to understand and carry out oral and written directions.
12. Ability to establish and maintain cooperative working relationships.
13. Perform other duties as required.

**PHYSICAL DEMANDS:**

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

Persons performing service in this position classification will exert 75 to 100 pounds of force frequently to lift, carry, push, pull, or otherwise move objects. This type of work may involve ascending and descending ladders, stairs, scaffolding, and ramps and will involve walking or standing for extended periods.

Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate equipment and use hand tools, and handle and work with various materials and objects are important aspects of this job.

Exposure to hot, cold, wet, humid, or windy conditions caused by weather may occasionally be experienced.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

**LICENSE, CERTIFICATIONS, BONDING, AND/OR TESTING REQUIRED:**

TB test clearance; Criminal Justice Fingerprint clearance; Bloodborne Pathogen Training; Possession of a valid appropriate California Driver's License; Fire Alarm Technician Certification.