



# Rancho Adobe Fire District

Welcomes applicants for:

## **FIRE MECHANIC**

Final Filing Date – Open Until Filled, Application Review on 1/24/25.

Salary: \$97,171 - \$109,393

### **Description**

Under broad supervision of the Battalion Chief in charge of Fleet Maintenance, the Fire Mechanic performs various skilled duties by performing minor and major repairs and maintaining all fire apparatus, including utility, individual staff vehicles, and departmental equipment. This also includes but is not limited to, a complete range of preventative maintenance, and diagnosis of diesel and gasoline-powered vehicles and equipment.

### **About the Position**

This is a journey-level classification. An employee in this class performs skilled tasks in the diagnosis, mechanical repair and maintenance of diesel and gas-powered apparatus, vehicles, hydraulic systems, and other like equipment. Assignments are received in the form of oral or written communications. The employee is expected to determine the nature and extent of needed repairs, prioritize them, and perform necessary repairs.

### **Essential Duties**

PERFORMS work on District and non-District apparatus, vehicles and equipment as assigned.

INSPECTS: All department vehicles to ensure they meet proper safety protocols and are in standard working order.

SERVICE AND MAINTAIN: All District vehicles including but not limited to, fire engines, ambulances, utility trucks, trailers, aerial ladder truck, and passenger vehicles to ensure proper working order all while providing for the safety of the employee. Perform regular servicing and preventative maintenance on all District vehicles and apparatus performing tune-ups, lube, oil, filter, and chassis lubrication. The Fire Mechanic will also diagnose, service, maintain, and repair such things as; fire pumps, relief valves, and other control or plumbing equipment (proper certification required).

INSPECT, DIAGNOSE, AND REPAIR: All District vehicles including but not limited to, fire engines, ambulances, aerial ladder truck, passenger vehicles, utility trucks, trailers, power train components, transmissions, transfer cases, differentials, hydraulic and pneumatic brake systems with any related components, steering and suspension systems with any related components, and electrical circuits.

INSPECT, DIAGNOSE, REPAIR, AND INSTALL: Complex electrical systems, installation of emergency lighting, sirens, and communication equipment.

OPERATE: All shop equipment and machine tools safely and efficiently.



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## Minimum Qualifications

- High school diploma or equivalent.
- A combination of sufficient education, training, and/or work experience to demonstrate required knowledge, skill level, and mechanical abilities, which would typically be acquired through the attainment of journey-level proficiency certification in heavy equipment repair (documentation required).

### Or

- Three years' experience as a journey-level mechanic in a medium-heavy truck and equipment repair shop.

## Requirements

- Possession of a valid California Class B with Tank Endorsement Driver License and a satisfactory driving record is required upon hire.
- Possession of Automotive Service Excellence (ASE) Medium-Heavy Truck certification or equivalent (determined by District).
- Possession of, or the ability to obtain, a valid California Fire Mechanic I or Emergency Vehicle Technician Level I certification is required within eighteen (18) months of appointment.
- Maintenance of the above certification(s)
- Obtain ASE Master Certification in Medium-Heavy Truck Technician within 5 years.
- Obtain Emergency Vehicle Technician level 3 within 5 years. The District will support the Fire Mechanic in obtaining the ASE and EVT Certifications.

## Desirable Qualifications

- Possession of Automotive Service Excellence (ASE) certification.  
Desirable.in.both.automotive.and.medium-.heavy.truck.technician.
- Current California Fire Mechanic Emergency Vehicle Technician I, II, or III.
- Experience in the maintenance and repair of Fire Apparatus.
- Associates of Arts (AA) degree in automotive technology.

## Salary and Benefits

- Salary Range \$97,171 - \$109,393 – DOQ
- PERS retirement plan
- Comprehensive benefits package that includes; medical, dental, vision coverage for employee and dependents. Sick leave, paid vacation, EAP, Life Insurance and Long-Term Disability insurance.

## Related Functions

- Performs routine shop maintenance and clean-up and disposes of hazardous materials according to established procedures.
- Keep records of work assignments for bookkeeping and tracking purposes.



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- Required response to emergency breakdowns to make temporary and/or permanent repairs in the field.
- Ability to perform welding and fabricating work when applicable.

## **Knowledge of**

- Heavy duty vehicles, trucks, and fire apparatus equipment.
- Diagnostic, overhaul, and repair techniques for heavy gasoline and diesel-powered equipment, fire equipment and related components such as fire pump transmissions, valves, aerial ladders, foam systems, etc.
- Principles and practices of repair, overhaul, servicing and preventive maintenance of heavy and light gasoline and diesel-powered equipment.
- Applicable local, state, federal rules, regulations, and laws; CAL/OSHA requirements, and other relevant codes and regulations.
- Techniques, methods, materials, tools, and equipment used in the overhaul, servicing, and preventive maintenance of heavy and light vehicles and gasoline and diesel-powered equipment.
- Safety practices pertaining to the job functions.
- Operation and maintenance of a wide variety of equipment, hand, shop, and power tools used in the work, including stick, MIG and TIG welding equipment.
- Record keeping principles and procedures.
- Shop arithmetic.
- Computer applications related to job functions, including inventory control and fleet record keeping.
- Communication techniques for providing a high level of customer service to internal and external personnel.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.

## **Ability and Skills:**

- Physical ability to carry objects weighing up to 75 lbs.
- Understand and effectively carry out oral and written instructions.
- Communicate effectively in writing, and orally with others to assimilate, understand, and convey information, and in a manner consistent with job functions.
- Ability to work well with others.
- Ability to operate assigned equipment.
- Perform assignments, safely maintain equipment, understand and carry out safety policies, rules, and regulations, and properly use safety equipment at ALL times.
- Establish and maintain effective working relationships with all of those contacted in the course of work.
- Must be willing to work inside and outside the shop (conditions taken into consideration) and may be exposed to normal shop environment noise, chemicals, dust, etc. Proper PPE will be provided and must be used in



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accordance with District policies/Cal/OSHA regulations.

- Ability to represent the District in a professional manner when in a public setting.
- Take a proactive approach to problem-solving.
- Recognize and diagnose issue or problems in fire apparatus and other heavy equipment.
- Repair and overhaul heavy gasoline and diesel-powered equipment and related fire components.
- Read and comprehend schematics, fabricate special bodies, parts, and essentials as necessary.
- Identify and implement effective courses of action to complete assigned work.
- Make extensive repairs of engines, transmissions, differentials, chassis parts, and electrical, fuel, ignition, cooling, steering, hydraulic and air systems, including proper testing and adjustments.
- Operate a wide variety of hand and power tools in a skillful manner, including cutoff tools, drills, grinders, MIG/TIG welders, and stick welders.
- Conduct safety inspections of vehicles, apparatus, and equipment and establish safe working procedures.
- Estimate needed materials and labor and secure sufficient quantities for repairs as well as future needs.
- Inspect the work of others and maintain established quality control standards.
- Work effectively without immediate supervision.
- Read, interpret, and understand manuals, specifications, and drawings.
- Practice safe work habits.
- Maintain clear and accurate records.
- Make accurate arithmetic calculations.
- Independently organize work, set priorities, meet critical time deadlines, and follow-up on assignments.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of the work.
- Drive and Operate fire district apparatus.

## **Working Conditions**

- Employees may be required to work evenings, weekends, and holidays, as well as participate in after hours on-call assignments.
- This position is subject drug testing in accordance with District Policies.
- Rancho Adobe Fire Protection District employees are designated as Emergency Service
- Workers during a proclaimed emergency and may be required to perform certain emergency services at the direction of the Chief or designee



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## General Information

### Obtaining application:

Application may be downloaded at [www.rafd.org](http://www.rafd.org)

### **NEXT APPLICATION REVIEW ON 1/24/2025**

A completed application must be received at Rancho Adobe Fire District - Administration, 11000 Main Street, Penngrove, CA 94951, or emailed to [apply@rafd.org](mailto:apply@rafd.org). Emailed applications must be submitted in pdf format and in a single file. Resumes are welcome but will not be accepted in lieu of a completed application.

### **FAXED APPLICATIONS WILL NOT BE ACCEPTED**

### Authorization of Work:

Before an appointment may be made to the position, the person selected must provide proof of identity and authorization to work in the United States, according to Federal Law.

### Medical Examination/Background Investigation:

Before an appointment may be made, the person selected will be required to pass a medical examination, psychological examination, polygraph, and a thorough background investigation by person(s) designated by the RAFD.

### Special Note:

If you require special accommodation during the testing process due to a legal disability, please supply RAFD with documentation on the need for accommodation, and the type(s), in a written request submitted at least five (5) days prior to the date of the examination.

### Selection Process:

Applicants who meet minimum qualifications will be invited to participate in the selection process. This process could consist of the following components: a written exam, an oral interview, a communication exercise, a task/priority exercise, a personal history assessment, and a medical, physical, and psychological assessment, full background and polygraph.

A training and experience evaluation may be used to rank candidates on the eligible list. This may be inclusive of application and supplemental questionnaire.