



Now Hiring Fleet Service Technician

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BEXAR COUNTY EMERGENCY SERVICES DISTRICT No. 2

HONOR | INTEGRITY | COURAGE



Job Description

Job Title:	Fleet Service Technician I
Type:	Full Time Non-Exempt
Location:	Various
Salary:	DOQ
Work Hours:	7:00a.m. – 5:00p.m. (Subject to change based on department’s needs)
Contact:	Human Resources Director
Date Posted:	TBD
Posting Expires:	TBD

Job Summary

The primary responsibility of the Fleet Service Technician I is to maintain and repair all Fire Department vehicles, ensuring a fleet is capable and ready to respond under emergency conditions. The Fleet Service Technician I works under the direction of the Fleet Service Technician II, Fleet Service Technician III and at times other members of the Fire Department Senior Command Staff. To ensure vehicle readiness, the Fleet Service Technician I performs minor to moderate repairs on apparatus and equipment, assist with logistics of apparatus and equipment to include picking up or delivering supplies, parts and equipment.

Reports to:	The Fleet Service Technician II
Works with:	Bexar County ESD No. 2 Operational Staff
Supervises:	This job has no supervisory responsibilities

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Job Description

Essential Functions

- Perform scheduled preventive maintenance of fire apparatus.
- Perform minor to moderate repairs on apparatus and equipment. Diagnose, adjust, repair and service a variety of systems, including heating and air conditioning, engine and emission, suspension and steering, braking and electrical systems.
- Drive and operate Fire Department apparatus.
- Order supply needed to perform tasks and repairs.
- Perform physical inventories periodically.
- Place order for supplies directly with vendors.
- Keep logs of equipment repairs and maintenance of equipment.
- Oversee apparatus, associated equipment.
- Communicate with apparatus manufactures as needed.
- Assist logistics staff with special projects.
- Perform other duties as assigned.
- Keeps records of all inventory to include supplies, parts, diagnostic equipment, and tools provided by the Fire Department
- Manage storage and proper disposal of hazardous materials common to use with/in fire apparatus and equipment

Minimum Qualifications/ Requirements

- Successfully pass a medical examination including drug and alcohol screening and criminal background check
- Upon employment and while employed, hold and continuously maintain a valid Texas Class C Driver license
- Be insurable under the fire department's existing vehicle umbrella liability insurance carrier
- Minimum five (2) years' experience working proficiently as a diesel and gasoline mechanic
- Experience using computer based diagnostic programs
- High School Diploma or equivalent
- Associates Degree from an accredited institution or years of experience or specialized training/certifications may be substituted for a degree

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Preferred Qualifications, Licensing, and Other Requirements

- Minimum two (2) years' experience working proficiently as a diesel and gasoline mechanic
- Previous experience working as a Fire Department Mechanic
- Previous experience working on Pierce, Horton, Ford, Dodge, and Chevy Fire and EMS Apparatus
- Proficiency in Microsoft Office Suite (Outlook, Excel, word, PowerPoint, etc.)

Knowledge, Skills, and Abilities

The requirements listed below are representative of the knowledge, skills, and/or abilities required. The individual in this position must have the skills, ability, and willingness to:

Have knowledge of:

- Automotive mechanics, gas and diesel engines, transmissions, hydraulics, fire pumps, valves, generators, and welding
- Safety hazards and precautions common to maintenance and repair activities
- Practices, methods, materials, and tools used in modern equipment maintenance
- Air and Hydraulic Brakes
- Assessing Electrical Systems
- Operating and using diagnostic equipment

Be skilled in:

- Use of Various tools and equipment necessary to complete the assigned maintenance tasks.

Have the ability to:

- Carry out assigned projects to their completion
- Communicate effectively verbally and in writing
- Establish and maintain effective working relationships with employees, supervisors, vendors, and the public
- Must have the ability to adapt to technology (software and hardware)

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Job Description

Physical Demands/Work Environment

The physical demands described here are a representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with limited disabilities; however, accommodations may not be available for the essential functions listed above, due to bona fide occupational requirements.

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While performing the duties of this job, the employee is regularly required to sit, use manual dexterity with hands to handle or feel objects, tools, or controls, reach with hands and arms, as well as speak and hear. The employee is frequently required to stand, walk, stoop, and kneel. The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds.

The following visual acuity with specific vision abilities required by this job include eye coordination, close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The working environment characteristics described here are representative of those employee encounters while performing the principal accountabilities of this job. The employee in this position will work both indoors in a shop environment and outdoors to include performing repairs at emergency incidents and will be subjected to adverse weather conditions to include but not limited to; heat, cold, rain, hail, ice, snow etc. The employee in this position may be required to work a flexible schedule and/or extended hours such as nights, weekends, and holidays.

This employee will have moderate exposure to anti-freeze, oils, diesel fuel, gasoline, and other general shop petroleum and cleaning products and exposure to fumes (exhaust, smoke chemicals etc.) and noise.

The Fleet Technician will follow all common and approved safety practices and ensure that these practices are followed at all times while working at the shop (Apparatus Bays) or in the field. This will include the use of proper approved protective equipment for the eyes, ears, fingers, and other bodily parts. The Fleet Technician will ensure that all shop equipment is used properly taking full advantage of all provided safety mechanisms.

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Other Requirements

Must pass the Bexar County Emergency Services District No. 2 suitability examination, drug and alcohol testing, and background investigation if required, and possess no felony convictions, no misdemeanor convictions involving moral turpitude or pattern of misdemeanor convictions; no pending misdemeanor or felony charges; not a habitual drunkard or gambler; no use of illegal drugs in the past ten years; never sold illegal drugs.

Submit application to hr@bc2fd.org HR Office: 210-331-7189 Website: <https://bc2fd.org/>

EQUAL OPPORTUNITY EMPLOYER

Employee Signature:		Date:	
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