

# San Miguel Consolidated Fire Protection District

*Invites you to participate in the recruitment for*



*Fire Apparatus Mechanic*

## *The District*

*The Mission of the San Miguel Fire District is to serve, educate, and respond to our communities for the protection of life, property, and the environment.*

The San Miguel Consolidated Fire Protection District is an organization, which exists solely to provide a service to the community. An elected seven member Board of Directors governs the District. Operating on an annual budget of \$19,619,946 for fiscal year 2010/2011, the District covers a 47 square mile area in the eastern portion of urban San Diego County, serving the communities of Bostonia, Casa de Oro, Crest, Mt. Helix, La Presa, Rancho San Diego, Spring Valley, and unincorporated areas of El Cajon and La Mesa. San Miguel's 80 full time employees provide suppression, prevention and emergency medical services to approximately 134,000 residents. The staff is comprised of a Fire Chief, 3 Division Chiefs, 3 Battalion Chiefs, 24 Captains, 24 Engineers, 1 Firefighters, 20 Firefighter/Paramedics, a Business Services Manager, Administrative Specialist, Secretary, Fire Marshal, 2 Fire Inspectors, a Public Information Officer, Fleet Supervisor, Mechanic, and 30 Reserve Firefighters.

## *The Position*

Under the direction of the Fleet Maintenance Supervisor, the Fire Apparatus Mechanic performs complex skilled mechanical diagnostic and repair work on a wide variety specialized fire apparatus and related equipment. Typical duties include:

- ◆ Diagnoses, overhauls, repairs and maintains a wide variety of fire apparatus, including pumps, aerial ladders, emergency equipment, and related component systems
- ◆ Removes, overhauls, repairs, replaces and tests assigned equipment
- ◆ Overhauls, repairs, and adjusts engines, transmissions, clutches, differentials, carburetors, generators, and pumps; fits and adjusts bearings
- ◆ Performs welding, brazing and fabrication
- ◆ Makes minor repairs to radiators, fenders, and body areas
- ◆ Diagnose and repair electrical systems (including starting and charging systems)
- ◆ Inspects, repairs, replace and adjust brake systems
- ◆ Uses and maintains a complete set of hand, power and shop tools and test equipment
- ◆ Interprets schematics, shop manuals, blueprints, and plans in performing work assignments
- ◆ Prepares and maintains a variety of logs, records and reports of work performed
- ◆ Assists in the development of specifications for new equipment
- ◆ Monitors current technology in the mechanical field
- ◆ Must be able to lift heavy objects that may weigh as much as 100 pounds
- ◆ Must be able to work in confined spaces and cramped areas while body is in awkward positions
- ◆ Must be willing to work with exposure to potentially hazardous substances
- ◆ Should be familiar with Fleet Maintenance software such and RTA and/or Fleet Focus
- ◆ Assist in ordering, sourcing and stocking parts as required

## *Qualification of Applicants*

Any combination of education, training and experience that clearly demonstrates possession of the knowledge and abilities needed to perform the typical duties listed above. A typical way to obtain the knowledge and abilities would be: Graduation from high school, or GED equivalency; three years of experience in the diagnosis, repair and maintenance of fire apparatus, passenger vehicles and trucks; possession of California smog certificate and brake and headlight certificates; successful completion of four (4), one-week sessions at the California Fire Mechanics' Academy; and be a State Certified Fire Mechanic.

## *The Ideal Candidate*

The ideal candidate is dedicated and highly motivated. Has knowledge of all applicable federal, state and local laws, ordinances, statutes, regulations, rules, policies and procedures as they relate to fleet maintenance. Has the ability to communicate both orally and in writing along with outstanding interpersonal skills is key to the success of this position.

The next Fire Apparatus Mechanic will become a member of a highly respected and progressive fire district. The staff of the District is committed to working together in a spirit of cooperation to meet community and agency needs. In addition to the experience and educational requirements, the successful candidate must be **willing to do what is right, for the District, in every situation** and:

- ◆ Promote and support the work of the District
- ◆ Possess a strong work ethic
- ◆ Provide consistent leadership within their sphere of influence
- ◆ Be fiscally responsible, budget conscious and revenue oriented
- ◆ Create an environment which is conducive to sharing knowledge with co-workers and assisting them in building a strong future
- ◆ Value each member's contribution to the organization
- ◆ Use effective interpersonal skills, tact and diplomacy

## *Salary and Benefits*

- ◆ **Salary:** \$43,200 - \$54,000 annually dependent on qualifications and experience
- ◆ **Retirement:** 2.7% @ 55 with the California Public Employees' Retirement System
- ◆ **Health Insurance:** District pays a portion of the cost of health insurance based on Kaiser, San Diego
- ◆ **Dental Insurance:** District pays \$80.75 monthly toward the cost of Delta Dental Insurance for employee and dependents
- ◆ **Leave:** Accrued monthly with increases every 5th year
- ◆ **Uniform Allowance:** \$200 annually
- ◆ **Holidays:** 11 recognized holidays
- ◆ **Tuition Reimbursement:** Available annually based upon current education levels up to an Associates Degree \$750; Bachelors Degree \$1,000; and Masters \$1,250
- ◆ **Education Incentive:** 2% for Associates, 4% for Bachelors, and 6% for Masters Degree
- ◆ **Deferred Compensation Plan** (on a voluntary basis)

## *The Process*

Interested candidates, should forward a completed District application, letter of interest, resume and copies of your certificates to:

San Miguel Fire District  
Attention: Amy Wrightson, Human Resources  
2850 Via Orange Way  
Spring Valley, California 91978  
619-670-0500  
[www.smgfire.org](http://www.smgfire.org)



The final filing date is Monday, January 16, 2012 at 4:00 p.m. The District will only screen complete applications and schedule qualified applicants for a skills appraisal and interview, tentatively scheduled for the week of January 23, 2012. Successful candidates will be placed on an eligibility list, from which hires are made. The eligibility list is active for one year, unless extended or retired.