



JOB TITLE:	FIRE ALARM
DIVISION	OPERATIONS
SALARY SCHEDULE/GRADE:	IB/GRADE SEE BELOW
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8694
BARGAINING UNIT:	CLAE

REVISED: 05/08/2024 Submitted: 05/07/2024

SCOPE OF RESPONSIBILITIES

Maintains, troubleshoots, repairs, installs and inspects smoke and fire alarm systems.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Installs, inspects, tests, and repairs fire alarm wiring, fire alarm panels and peripheral equipment

Identifies hazards, defects, and the need for adjustment or repair

Inspects, repair or replaces smoke/heat detectors and audio/visual alarms

Tests and inspects fire alarm systems using appropriate diagnostic programs and equipment

Ensures work is in accordance with relevant codes

Observes functioning of installed equipment of system to detect hazards and need for adjustments, relocation, or replacement

Repairs faulty equipment or systems where found, including tunnels and high places

Completes all trainings and other compliance requirements as assigned and by the designated deadline

Performs other duties as assigned by supervisor

Regular, predictable performance is required for all performance responsibilities

This position requires reporting to various worksites throughout JCPS based on caseload/programmatic assignments

PHYSICAL DEMANDS

This work is conducted in an office setting, school-based setting, warehouse setting, production/assembly line setting and outside of a building. This position has both inside and outside environmental conditions, where protection from weather conditions is maintained while working inside. There are no protections from temperature changes or atmospheric conditions either inside or outside of the work location.

This position requires the following physical activities rarely (up to 25% of the workweek): driving. The following physical activities are required occasionally (up to 50% of the workweek): balancing, bending, climbing crouching, kneeling, lifting up to 75 lbs., pulling up to 75 lbs., pushing up to 75 lbs., reaching, standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

MINIMUM QUALIFICATIONS

----- MINIMUM QUALIFICATIONS-CERTIFIED FIRE ALARM, IB/GRADE 12 JOB CLASS 8694 -----

High School Diploma or G.E.D.
Five (5) years of successful experience in fire alarm work
Valid driver's license
Appropriate fire alarm certifications
Effective communication skills
DESIRABLE QUALIFICATIONS
Experience reading and following blueprints, drawings, schematics, and diagrams
Experience in a diverse workplace
----- MINIMUM QUALIFICATIONS-FIRE ALARM TECHNICIAN III, IB/GRADE 9 JOB CLASS 8695 -----
High School Diploma or G.E.D.
Five (5) years of successful experience in fire alarm work
Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS
Experience reading and following blueprints, drawings, schematics, and diagrams
Experience in a diverse workplace
----- MINIMUM QUALIFIDATIONS- FIRE ALARM TECHNICIAN II, IB/GRADE 7 JOB CLASS 8697 -----
High School Diploma or G.E.D.
Three (3) years of successful experience in fire alarm work
Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS
Experience reading and following blueprints, drawings, schematics, and diagrams
Experience in a diverse workplace
----- MINIMUM QUALIFICATIONS- FIRE ALARM TECHNICIAN I, IB/GRADE 5 JOB CLASS 8706 -----
High School Diploma or G.E.D.
Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS
Ability to read and follow blueprints, drawings, schematics, and diagrams
Experience in this field
Experience in a diverse workplace
DESIRABLE QUALIFICATIONS
High School Diploma or G.E.D.
Three (3) years of successful experience in fire alarm work
Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS
Experience reading and following blueprints, drawings, schematics, and diagrams

Experience in a diverse workplace

Footnote

High School Diploma or G.E.D.