

# PLEASURE RIDGE PARK FIRE PROTECTION DISTRICT

District Headquarters  
9500 Stonestreet Road  
Louisville, Kentucky 40272  
502-935-3878

## EMPLOYMENT OPPORTUNITY **Fire Mechanic I**

The Pleasure Ridge Park Fire Protection District will be accepting applications for a full-time position of Fire Mechanic I. Employment applications may be picked up at Headquarters located at 9500 Stonestreet Road Louisville, Kentucky between the hours of 8:30am and 3:30pm daily. *All applications are considered confidential.*

Requirements to apply:

- High school diploma or GED
- One of the following
  - Three-years previous experience in performing Medium-Heavy Truck service and repair work
  - Certification from an accredited automobile mechanic trade school
  - ASE Certifications T2, T3, T4, T5 & T6

The District will be selecting for the position of Fire Mechanic I using the following criteria:

1. Certifications
2. Years of Experience
3. Oral Interview

**The starting pay for the full-time position of Fire Mechanic I will be based on certifications and experience:**

Fire Mechanics will be assigned to the Automotive Service Facility on a 40-hour per week schedule and subject to overtime based on needs of the District

Full-time employees also receive a comprehensive benefit package including fully paid health insurance for the individual (family coverage for \$20.00 weekly), dental, vision, life insurance, vacation pay, holiday pay, sick pay, and participation in the Non-Hazardous Duty CERS Retirement System and access to Kentucky Deferred Compensation Plans (401K or 457B).

### **Application Requirements:**

1. Completed Application for Employment
2. Cover letter and Resume which lists applicant's education and work history to include any ASE, EVT etc.
3. High School Diploma or GED
4. Current Driver's License
5. Car Insurance

**Method of Submission of Applications:** Applications must be submitted in person at District Headquarters at 9500 Stonestreet Road Louisville Kentucky 40272. Application deadline has been extended from Friday February 17, 2023 at 3:30pm to Friday, March 17, 2023. All applications can be picked up and dropped off between the hours of 8:30am and 3:30pm.

**Intentionally left blank**

**PLEASURE RIDGE PARK FIRE DISTRICT  
POSITION DESCRIPTION**

**Fire Mechanic I**

Division: Support Services  
Supervised by: Lead Mechanic  
FLSA Status: Non-Exempt / Career  
Effective: 03/01/2000  
Revised: 08/01/2018

**GENERAL PURPOSE**

Performs repairs and routine servicing of Pleasure Ridge Park Fire District fleet vehicles and mechanical equipment

**SUPERVISION RECEIVED**

Work under the general supervision of the Lead Mechanic

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Service all Fire Department vehicles, standby power supplies such as auxiliary generators, fire pumps and their components as well as other complex fire apparatus on a regularly scheduled basis
- Perform major and minor repairs on all Fire Department apparatus and equipment, such as engine overhauls, major pump repairs, and hydraulic equipment repairs to ensure they will perform under emergency conditions
- Make major improvements or modifications to new or existing fire apparatus in accordance with departmental needs and specifications
- Maintain communication with members of the Fire Department to ensure apparatus and equipment is properly cared for and maintained
- Maintain and repair all tools and appliances carried on fire apparatus
- Complete daily work sheets
- Maintain complete and accurate maintenance and repair records for all apparatus and equipment
- Conduct apparatus pump tests
- Attend training courses, read, and study assigned materials related to emergency operations and fire apparatus maintenance
- Keep shop, tools, equipment, and repair facilities clean
- Drive apparatus to/from repair facilities
- Attend training, and mechanical training seminars and schools, as required
- Communicate clearly, both verbally and in writing, on district maintenance forms and interdepartmental memos
- Maintain positive working relationships with PRPFD Members and Board of Trustees

- **PERIPHERAL DUTIES**

- Instruct members on proper maintenance, operation, and procedures of district vehicles and equipment
- Perform related duties as assigned

### **MINIMUM QUALIFICATIONS**

- High school diploma or GED
- One of the following
  - Three-years previous experience in performing Medium-Heavy Truck service and repair work
  - Certification from an accredited automobile mechanic trade school
  - ASE Certifications T2, T3, T4, T5 & T6

### **Necessary Knowledge, Skills, and Abilities:**

#### *Working knowledge of:*

- Operation of light and heavy gasoline and diesel vehicles
- Methods of performing oil, lubrication, and other fluid changes
- Automotive repair and electrical systems
- Repair and maintenance of motor vehicles
  
- *Display proficiency in:*
  - Fluid/filter changes
  - Lubrication
  - Light and heavy vehicular repairs
  
- *Ability to:*
  - Physically perform tasks required of the position
  - Learn new skills as well as PRPFD computer network
  - Perform assignments on a scheduled and timely basis
  - Drive all types of apparatus
  - Write clearly and concisely

### **DESIRABLE KNOWLEDGE, SKILLS, AND ABILITIES**

#### Desirable Knowledge, Skills, and Abilities

- ASE Master Technician
- Emergency Vehicle Technician
- Computer Literacy

#### *Experience*

- Working with Emergency Vehicles
  - Fire Pumps and aerial hydraulics
  - Ambulances

#### *Familiarity with:*

Pleasure Ridge Park area  
 Pleasure Ridge Park Fire District By-Laws, Policies and Procedures

### **SPECIAL REQUIREMENTS**

- Must be 18 years or older at time of hire.
- Must be of good moral character with no criminal or felony arrest record inconsistent with the provisions of this paragraph: Unacceptable will be persons who have been convicted of a felony, or have been convicted of more than two misdemeanors, or who have any criminal action pending against them. The District reserves the right to disqualify an applicant for multiple misdemeanors, arrests, or traffic violations.
- This classification requires the use of a District vehicle. In order to drive, individuals must be physically

capable of operating the vehicle in a safe manner, including during emergency operation and response, and must possess and maintain throughout the course of employment a valid Kentucky motor vehicle operator's license.

- Must be able to read, write, and speak the English language
- Must meet insurability requirements of district insurance carrier

### **SELECTION GUIDELINES**

May include any or all of the following: formal application; review of education and experience; written examination and/or assessment center; oral board; background/driver's license verification and check; hiring list; offer of employment; post offer physical examination including drug screen

### **TOOLS AND EQUIPMENT USED**

Vehicle; radio; pager; personal computer; calculator; telephone; mechanics' tools; diagnostic equipment

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by a member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the member is frequently required to stand; sit; walk; talk or hear; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The member is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and smell. The member must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

### **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those a member encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the member regularly works in outside weather conditions. The member occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, radiation, risk of electrical shock, and vibration. The noise level in the work environment is usually high.

*The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.*

*The job description does not constitute an employment agreement between the employer and member and is subject to change by the employer as the needs of the employer and requirements of the job change.*

*PRPFD maintains a drug-free environment.*

**Pleasure Ridge Park Fire is an Equal Opportunity Employer and a Drug Free Work Place**