



## JOB DESCRIPTION

**Job Title:** Fire Mechanic I (Tracy, CA)  
**Department:** Service  
**Reports To:** Service Supervisor  
**FLSA Status:** Non-Exempt  
**Pay Scale:** \$33.00/hour to \$39.00/hour  
**Prepared Date:** 06/05/25

**SUMMARY:** Under general supervision of the Service Supervisor, the **Fire Mechanic I** performs major and minor repair work on fire apparatus and related fire emergency equipment.

### BENEFITS:

- **Paid Time Off:** Vacation and sick leave, with amounts increasing based on tenure.
- **Paid Holidays:** Recognized company holidays as outlined in the employee handbook.
- **Medical Coverage:** Kaiser Gold healthcare plan available for employees and their eligible dependents.
- **Bonuses:** Eligibility for both annual and monthly bonus opportunities.
- **Retirement Planning:** 401(k) plan with employer matching contributions of up to 4%.
- **Financial Wellness:** Employer-sponsored access to a Certified Financial Planner for family budgeting, goal setting, and retirement planning.
- **Employee Ownership:** Participation in the company's Employee Stock Ownership Plan (ESOP), offering long-term wealth-building potential.

**SPECIFIC DUTIES AND RESPONSIBILITIES:** Includes the following role specific responsibilities. Additional duties may be assigned.

- Communicates with the Service Supervisor.
- Uses manual techniques or computerized systems to diagnose operational problems.
- Maintains, diagnoses and makes necessary repairs on fire apparatus and related fire emergency equipment such as ladder trucks, engine trucks, air/light trucks, brush trucks and ambulances.
- Tests, troubleshoots, adjusts and repairs water pumps, valves, aerial ladders, brake components, electrical systems and other related mechanical devices.
- Makes brake adjustments.
- Modifies and fabricates parts such as equipment and tool mounts, brackets and shelving.
- Uses screwdrivers, wrenches, air powered tools, and similar tools in completing repair work.
- Works with brake cleaners, solvents, hydraulic fluid, engine and transmission fluids, brake fluids, diesel fuel, gasoline, and similar materials.
- Moves heavy objects, such as 15" brake drum assemblies, clutch and flywheel assemblies and hydraulic components of height distances greater of 10 feet.
- Performs equipment repair and maintenance on firefighting apparatus as well as repairs firefighting systems, pumps, valves and aerial ladders.

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- Performs oil changes and replaces filters and fluids as part of preventative maintenance on fire apparatus.
- Performs steam cleaning on fire apparatus to clearly view the areas determined to be inspected or repaired.
- Maintains accurate maintenance records.
- Reviews work orders and apparatus maintenance logs.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** Includes the core responsibilities expected of all employees across the organization.

- Foster a safety-first, high-performance culture aligned with company values.
- Identify opportunities to expand service offerings, increase efficiency, and improve processes.
- Work within a team environment to ensure that corporate, team, and personal goals are achieved.
- Establish and maintain current and potential customer relationships.
- Communicate new opportunities, special developments, information, or feedback gathered through field activity to appropriate company staff.
- Strive to attain continued market growth and profits.
- Perform all tasks consistent with company guidelines and management instruction in a timely manner.
- Adhere to all Golden State Fire policies, procedures, directives, and notices as documented in Employee Handbook, Policies, and other company communications.
- Respond to all telephone and e-mail correspondence in a prompt and professional manner.
- Create and submit expense reports per company policy.
- Complete training activities required by the company within a timeline identified by management.
- Maintain a clean, tidy, and well-organized work environment.

**SUPERVISORY RESPONSIBILITIES:**

- This job has no supervisory duties.

**CORE CONDUCT & VALUES:** A demonstration of the character and core values that every team member is expected to embody within Golden State Fire.

<b>TRAIT</b>	<b>WHAT IT LOOKS LIKE</b>
<b>Integrity</b>	Acts ethically, honors commitments, earns trust.
<b>Interpersonal Skills</b>	Listens actively, maintains confidentiality, engages with empathy.
<b>Team Collaboration</b>	Shares credit, supports others, builds positive morale.
<b>Dependability</b>	Owens actions, follows through, meets deadlines.
<b>Adaptability</b>	Adjusts to change, stays effective under pressure.
<b>Reliability</b>	Shows up on time, ready to contribute.
<b>Productivity</b>	Works efficiently, meets standards, seeks improvements.
<b>Quality Focus</b>	Checks work, applies feedback, maintains high standards.
<b>Organized Workstyle</b>	Plans ahead, manages time, aligns goals with actions.
<b>Safety First</b>	Follows procedures, reports issues, uses equipment properly.

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**Technical Mastery**

Applies knowledge, solves problems, seeks growth.

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The inability to cope with a stressful work environment does not constitute a protected disability.

**Education & Experience**

- High school diploma or GED required.
- Minimum two (2) years of experience as an entry-level mechanic (heavy-duty truck maintenance and repair).
- Equivalent combinations of education and experience will be considered.
- Fire apparatus or fire pump/valve maintenance experience preferred.

**Language & Communication**

- Able to read and interpret safety rules, manuals, and technical documents.
- Capable of writing routine reports and correspondence.
- Comfortable speaking effectively to groups of employees or customers.

**Mathematical & Reasoning Abilities**

- Proficient in basic math, including fractions, decimals, percentages, and unit conversions.
- Able to compute rates, ratios, and interpret basic data visualizations (e.g., bar graphs).
- Skilled at solving practical problems in variable, real-world situations with limited standard procedures.
- Capable of interpreting and executing written, verbal, diagrammatic, and scheduled instructions.

**Computer & Office Skills**

- Familiar with Internet tools and Microsoft Office Suite (Word, Excel, Outlook).
- Basic use of office equipment (email, copier, fax, postage meter, phone) required.

**Licenses & Certifications**

- Valid California Commercial Driver's License (Class B with Air Brake or Tanker endorsement) required by hire date.
- Proof of valid auto insurance required.
- Must provide own basic hand tools and rollaway box.
- ASE and EVT (Heavy Truck Emergency Vehicle Technician) certifications preferred.

**Physical & Emotional Demands**

- Frequent physical activity: standing, walking, lifting (up to 75 lbs), climbing, crawling, kneeling, etc.
- Must possess functional vision: close, distance, color, peripheral, depth perception, and focus adjustment.
- Must maintain emotional resilience in a physically demanding, high-pressure work environment.

**Work Environment**

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**GOLDEN  
STATE  
FIRE**

- Regular exposure to loud noise, fumes, moving parts, and toxic chemicals.
- Occasional work in wet, hot, or humid outdoor conditions.

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