



We invite applications for the position of:

Fleet Mechanic I/II

Fleet Mechanic I: \$7,789 - \$9,281/monthly salary

Fleet Mechanic II: \$8,758 - \$10,441/monthly salary

Plus, a comprehensive benefits package

About This Role

The San Mateo Consolidated Fire Department is looking for a highly motivated individual to join our team in this newly created classification. You will maintain fire apparatus and department vehicles for the communities of Belmont, Foster City, and San Mateo. This is a unique opportunity for an independent, organized individual to work with a destination Fire Department that thrives on protecting and serving our communities.

Who We Are

The San Mateo Consolidated Fire Department is a full-service agency that serves the cities of Belmont, Foster City, and San Mateo. The Department serves nearly 164,000 residents daily, with a daytime population of around 230,000. The Department is responsible for nine fire stations, deploys ten front line type 1 fire engines, and two aerial tiller trucks. The Department is partnered with the State of California for mutual aid deployment. Additionally, the Department participates in the San Mateo County mutual aid program including hazardous materials and water rescue response, helping to secure a million people daily. The Department has a healthy collaborative atmosphere and encourages participation at all levels. For more information visit: www.smcfire.org.

What You'll Do

- Perform skilled tasks in the mechanical repair and maintenance of diesel and gas-powered apparatus, vehicles, hydraulic systems for aerial ladders, and other like equipment.
- Accept assignments received in the form of oral or written communications.
- Determine the nature and extent of needed repairs, prioritize them, and perform necessary repairs.
- Inspect all department vehicles to ensure they meet proper safety protocols and are in standard working order.
- Maintain all vehicles to ensure safe working order for all employees.
- Perform regular servicing and preventative maintenance on all vehicles and apparatus including performing tune-ups, lube, oil, filter, inspection, and chassis lubrication.
- Diagnose, service, maintain such things as: fire pumps, relief valves, and other control of plumbing equipment (proper certification required).
- Inspect, diagnose, and repair engines, power train components, transmissions, transfer cases, differentials, hydraulic and pneumatic brake systems, steering and suspension systems, and electrical systems.
- Perform welding and fabricating work when applicable.
- Operate all equipment and tools safely and efficiently.
- Perform routine shop maintenance and clean-up and dispose of hazardous materials according to established procedures.
- Keep records of work assignments for bookkeeping and tracking purposes.
- Potentially respond to unanticipated emergencies to make temporary and/or permanent repairs in the field.

For a complete list of duties, reference our job specifications at www.smcfire.org/administration.

Who You Are

A highly motivated individual that:

- Possesses knowledge of mechanical and electrical features of automotive, diesel and pumping equipment.
- Has the ability to analyze defects in automotive and fire apparatus and perform mechanical repairs.
- Has the skills to repair and maintain vehicles, such as light duty and heavy-duty vehicle service and repairs, DOT inspections, brake inspections, and adjustment. Has the ability to safely and efficiently operate equipment related to automotive and fire apparatus repairs and maintenance.

- Possesses knowledge of tools, equipment and accepted procedures used in overhaul, repair, and adjustment of heavy automotive, pumping, and firefighting equipment.
- Has the ability to work independently, understand and follow oral and written instructions and give understandable instructions to others.
- Possesses knowledge of operation and repair of internal combustion engines.
- Has the ability to read and interpret vehicles plans, specifications, and manuals.
- Possesses knowledge of hazardous materials use and disposal practices.
- Has the ability to operate hand and power-driven tools, vehicles, and equipment in a safe manner.
- Has the ability to analyze problems, evaluate alternatives, and make sound decisions and recommendations.
- Ability to represent the Department in a professional manner when in a public setting and take a proactive approach to problem-solving.

What You Bring

Any combination of education, training and work experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge skills and abilities would be:

Experience and Training:

- Two years working experience as a mechanic involving light and heavy-duty equipment, including preventative maintenance inspections, suspension and steering, drive train, brakes, electrical and electronic systems. Experience with large and/or specialized vehicles, such as fire engines, command vehicles, and/or trucks, is very strongly desired. (Mechanic I)
- Three years of training and experience involving the maintenance and major and minor repair of fire apparatus, gas and diesel firefighting equipment or four years of skilled mechanic experience involving light and heavy-duty equipment including diesel and gas engine overhaul. (Mechanic II)

License or Certificate:

Mechanic I:

- Possession of a valid California driver's license upon appointment. Ability to obtain a Class B driver's license within six months of hiring. Must maintain a valid license with appropriate endorsements and a good driving record and meet requirements for renewal of required license.
- California State Fire Marshal Fire Mechanic I certification (or equivalent) within 12 months of appointment.
- ASE Certification in Medium-Heavy Brakes Certification within 12 months of appointment.

Mechanic II:

- Possession of a valid California driver's license upon appointment. Ability to obtain a Class B driver's license within six months of hiring. Must maintain a valid license with appropriate endorsements and a good driving record and meet requirements for renewal of required license.
- California State Fire Marshal Fire Mechanic II certification (or equivalent)
- ASE Certification Medium-Heavy Truck Masters Certification.
- Completion of Fire Mechanic 3B-Aerial Apparatus Course within 12 months of appointment.

Bonus Points (highly desirable):

- Possession of Automotive Service Excellence (ASE) certification (both automotive and heavy duty).
- Current California Fire Mechanic I, II or III.
- Experience in the maintenance and repair of Fire Apparatus.

ADA Special Requirement

Ability to stand for long periods of time, walk, kneel, crouch, bend; ability to climb, stoop, squat, reach, crawl, drive and lift up to 50 pounds; bend to diagnose and repair vehicles and equipment; ability to discern color.

What We Offer

Benefits will be in accordance with the MOU agreed upon by AFSCME and the San Mateo Consolidated Fire Department and include but are not limited to the following:

- CalPERS retirement: 2% at 62 based on three years final compensation
- Health benefits: Department contribution of up to 100% cost of Kaiser (Region One) family coverage in a CalPERS Health Plan
- Dental: Department paid coverage for employee and dependents
- Vision: Department paid coverage for employee and dependents

- Employee Assistance Program: Department paid coverage for employee and dependents
- Vacation: 11-25 days of vacation leave accrual each year, depending on length of service
- Sick leave: 96 hours of sick leave accrued each year
- Holidays: 12 official holidays per year, plus one floating holiday earned each calendar year after one year of service
- Life Insurance: Department paid \$50,000 policy and access to voluntary supplemental coverage for employee, spouse, and dependents
- Deferred Compensation: voluntary program offered to employee
- Long Term Disability Coverage: Department paid coverage for employee
- State Disability: Department is enrolled in the plan, and cost is paid by employee

Are You Ready? Apply.

Submit an online application and résumé (required) www.calopps.org at [Fleet Mechanic I/II | CalOpps](#) or to: San Mateo Consolidated Fire Department, Human Resources Department, 1040 E. Hillsdale Blvd., Foster City CA 94404. **Recruitment will close on June 14, 2024 @ 5:00 p.m. or upon receipt of the first 50 applications, résumés, and supplemental questionnaires, whichever occurs first.**

Examination Process:

All applications and résumés received will be reviewed for minimum qualifications. A resume does not take the place of a completed application, including work history. A limited number of the most highly qualified applicants will be invited to participate in the examination process, which will consist of an oral panel interview. An eligible list will be established for those who pass the examination process. Current and future vacancies may be filled from this list. The list will remain in effect for at least twelve months with the possibility of an extension for an additional 12 months. Once placed on an eligible list, and at the time a vacancy occurs, eligible candidates may be contacted by the Department and scheduled for additional department interviews.

Date Posted: May 2, 2024

Note: The San Mateo Consolidated Fire Department reserves the right, at its discretion, to limit the number of qualified candidates invited to the selection process.

Fine Print

Prior to hire, candidates will be required to successfully complete a pre-employment process, including a driving record review, reference check, and a Department of Justice (DOJ) and Federal Bureau of Investigations (FBI) criminal history review and a medical examination. A conviction history will not necessarily disqualify an applicant from appointment.

Candidates with a disability who may require special assistance in any phase of the application or testing process should contact Jennifer Crims, Sr. Human Resources Analyst, at jcrims@smcfire.org or (650) 522-7913. Do not upload any documents related to your request for accommodation in CalOpps. The policy of the San Mateo Consolidated Fire Department is to grant equal employment opportunity to all qualified persons without regard to race, color, sex, gender, age, religion, ancestry, physical or mental disability, sexual preference, marital status, or national origin. It is the intent and desire of the San Mateo Consolidated Fire Department that equal employment opportunity will be provided in recruiting, hiring, training, promoting, wages, benefits, and all other privileges, terms, and conditions of employment. The San Mateo Consolidated Fire Department is an Equal Opportunity Employer (EOE).