

The University of Texas at San Antonio

Job Description

Job Title: Fire and Safety Systems Technician II

Code: 15308

Salary Grade: 59

FLSA Status: Non-Exempt

Department/Division: Facilities- Utilities Operations

Summary

- Function: To provide intermediate/journeyman level technical skills dealing with the construction, installation, operation and maintenance of fire and life safety systems and their components.
- Scope: Responsible for installation, maintenance, modification and repair of fire alarm, fire sprinkler, fire suppression and other life safety system

Duties

- Typical:
 1. Performs preventive and routine maintenance on campus fire detection/alarms, battery operated emergency lighting systems, and fire suppression systems to include dry pipe, wet pipe, pre-action, deluge, FM2000, kitchen fire suppression, smoke evacuation, and other life safety systems
 2. Monitors and maintains the operations and integrity of fire and life safety systems
 3. Responsible for troubleshooting and correcting problems with all life safety systems to include fire detection/alarm, fire suppression systems, fire pumps, fire systems troubles and fire alarm response. Also, conducts follow up investigations to determine the cause of fire systems alarms and to ensure/verify the proper operation of life and safety systems.
 4. Installs fire detection and suppression system services
 5. Performs code required maintenance, testing and inspections of campus fire and life safety systems. Also assists and directs contractors with required fire and life safety inspections and with correcting all resulting deficiencies.
 6. Completes departmental reports and documentation to include gathering data through field measurements and observation, analysis and various research methods.
 7. Assists in the writing of standard operating procedures, process improvements, and training manuals regarding fire and life safety systems.
 8. Assists with developing short and long term departmental goals
 9. Reads and interprets blue prints, schematics, and specifications to maintain functionality to campus systems, ensure compliance, and provide input for

<p>campus projects.</p> <p>10. Prepares materials requests and order parts and supplies</p> <p>11. Performs other duties as assigned</p> <ul style="list-style-type: none"> • Periodic: <ol style="list-style-type: none"> 1. Trains employee on fire and life safety systems. 2. Conducts self-study and attend training to maintain and improve technical proficiency in fire and life safety systems to include al applicable codes 3. Cross trains to support and assist the Utilities Station Operators and Facilities Control Technicians. 4. Participates in the commissioning of new and retrofitted building controls and fire system compliance and system integrity and maintained. 5. Performs some work in Bio-Science Level 3 labs.

Education

Required	Preferred
High School graduation or GED	Trade license, technical associates degree or certificate in electronics, fire system(Fire Alarm License, NICET II, Fire Inspector) or electrical trade.

Other Requirements

Required	Preferred
Criminal Background Check (CBC) Valid driver license. Proficient with Microsoft Office (Excel, word and Outlook)	

Experience

Required	Preferred
Three years of experience in the installation, maintenance, and repair of fire alarm and/or fire suppression systems or electronics	Additional years of experience with fire suppression systems. Specific knowledge and experience Simplex and Siemens fire alarm systems. Also, possess essential knowledge of building operation to include HVAC controls and utilities system.

Equipment

Required	Possible
Knowledge and skill in the use of electronics, fire alarms, and fire suppression, and related equipment. Motorized carts and vehicles. Personal computer, standard office equipment, Multi-meter, and hand tools	Experience with Simplex Information Management Systems software/computer, Siemens Apogee Insight software/computer, and decibel meter.

Working Conditions

Usual	Special
Academic, laboratory, research, clinical facilities and field condition in or adjacent to radiological, biological, chemical and other hazardous material work areas. Work involves various degrees of hazard and may include prolonged work in outdoor conditions. Physical ability to sit, walk, kneel, bend, crawl, climb and lift/push/pull 40 pounds. Exposure to high voltage and biohazard areas. Use of specialized personal protective equipment and work in hazardous areas mandates participation in the UTSA occupational Health Program,	Emergency repair call-ins during non-normal working hours to include weekends and holidays and exposure to inclement weather

Supervision

Received	Given
Direct supervision from designated supervisor	Indirect supervision of FCT I

Accuracy

Proficiency in all phases of the duties performed.
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Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

Internal Control

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies, and procedures are complied with.
