

# The University of Texas at San Antonio

## *Job Description*

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Job Title: Fire and Life Safety Systems Technician III

Code: 15309

Salary Grade: 60

FLSA Status: Non-Exempt

Department/Division: Facilities – Utilities Operations

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## *Summary*

- **Function:** To provide advanced 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 systems

## *Duties*

- **Typical:**
  1. Works independently and provides direction for Fire and Life Safety Systems Technicians I and II in performing 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-actions, deluge, FM200, kitchen fire suppression, smoke evacuation, and other life safety systems
  2. Monitors and maintains the operation and integrity of fire and life safety systems
  3. Responsible or troubleshooting and correcting complex problems with all life safety systems to include fire detection/alarm, fire suppression systems, fire pumps, fire systems troubles and fire alarms response. Also, conducts follow up investigations to determine the cause of fire systems alarms and to ensure/verify the proper operation of fire and life safety systems
  4. Installs fire detection and suppression system devices
  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 correction all resulting deficiencies.
  6. Completes departmental reports and documentation to include gathering data through field measurements and observations, 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 of campus systems, ensure compliance, provide plan reviews and

<p>input for campus projects.</p> <p>10. Conducts quality control inspection for work completed by junior technicians and contractors</p> <p>11. Prepares material request and order parts and supplies</p> <p>12. Performs other duties as assigned</p> <p>• <u>Periodic:</u></p> <ol style="list-style-type: none"> <li>1. Trains employees on fire and life safety systems</li> <li>2. Conducts self-study and attend training to maintain and improve technical proficiency in fire and life safety systems to include all applicable codes</li> <li>3. Cross trains to support and assist the Utilities Station Operators and Facilities Controls Technicians.</li> <li>4. Participates in the commissioning of new and retrofitted building controls and fire systems to ensure compliance and systems integrity are maintained</li> <li>5. Performs some work in Bio-Sciences Level 3 labs</li> <li>6. Provides direct supervision of Fire and Life Safety Systems Technicians I and IIs in the absence of the Facilities Controls Technicians Leader</li> </ol>
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***Education***

<b>Required</b>	<b>Preferred</b>
High School Graduation or GED	Trade License in Fire Alarm, Electrical or Plumbing, technical associates degree or certificate in electronics, fire systems (NICET II, and Fire Inspector) or electrical trade. NFPA course work and certifications on applicable codes (NFPA 13, 20, 25, 72, 96, 17, and 17A)

***Other Requirements***

<b>Required</b>	<b>Preferred</b>
Criminal Background Check (CBC) and valid driver's license. Proficient with Microsoft Office (Excel, Word, and Outlook)	

***Experience***

<b>Required</b>	<b>Preferred</b>
Six years of experience in the installation, maintenance, and repair of fire alarm and/or fire protection systems or electronics	Specific knowledge and experience Simplex and Siemens fire alarms System. Also, possess essential knowledge of building operations to include HVAC controls and utilities systems

### ***Equipment***

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

### ***Working Conditions***

<b>Usual</b>	<b>Special</b>
Academic, laboratory, research, clinical facilities and field conditions 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 on the UTSA Occupational Health Programs	Emergency repair call-ins during non-normal working hours to include weekends and holiday and <i>exposure</i> to inclement weather

### ***Supervision***

<b>Received</b>	<b>Given</b>
Direct supervision from designated supervisor	Indirect supervision of Fire and Life Safety Technician I

### ***Accuracy***

Proficiency in all phases of the duties performed.

### ***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.