

**Hernando County School Board  
Florida**

FLSA: Non-Exempt, Union

<b>FIRE ALARM TECHNICIAN</b>
------------------------------

**Required Qualifications:**

- High school diploma or General Education Diploma (GED)
- Minimum of three (3) years of hands-on experience in solid state and digital electronics or an Associate's Degree in Electronics
- Ability to operate and understand all necessary test equipment such as volt ohm meter, oscilloscope, logic probe, breakout box and all related hand tools
- Knowledge of state laws and codes as they relate to fire alarm systems
- Must possess manual dexterity and be able to climb into confined area
- Must be able to move heavy equipment
- Basic knowledge of computer functions and basic programming
- Must possess a valid Florida driver's license

**Performance Responsibilities:**

- Install, maintain and repair all fire alarm systems
- Perform relocates and changes of electronic fire alarm systems
- Diagnose equipment or system failures by operating electronic test equipment
- Install, maintain, connect and repair all localized television systems, including design and layout of complex sub-band processed and modulated systems
- Program and/or reprogram fire alarms, clocks, intercom systems and other low voltage systems through computer programming functions
- Ensure that all fire alarm systems meet or exceed minimum standards
- Review work orders and assign priorities
- Coordinate work to be completed with in-house capabilities and outside agencies and contractors
- Attend schools and seminars to ensure a high level of proficiency
- Coordinate with EMS/HVAC technicians to maintain system compatibility
- Research parts costs, availability and vendors
- Prepare and organize work order and purchase order requests
- Schedule responsibilities to maintain necessary equipment
- Sustain focus and attention to detail
- Perform other duties as assigned by the Fire Official/Plans Examiner and/or designee

**Physical Demands:**

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

**Reports to:**

Reports directly to the Fire Official/Plans Examiner and/or designee

**Evaluation:**

Annual evaluation done by the Fire Official/Plans Examiner and/or designee

**Terms of Employment:**

12-month employment

**Salary:**

Salary based upon approved salary schedule - Noninstructional Level Y

**Job Code:**

79022

Board Approved: 08/18/98

Revised: 01/20/09, 03/03/09, 05/17/11, 09/06/11, 06/10/14, 7/6/15, 10/18/16, 06/25/19