

## **UNIFOR – Fire Alarm Technician - Certified**

**Revision Date:** December 2010

**Classification:** Fire Alarm Technician

**Unit:** UNIFOR

**Hay Point Range:** N/A

### **CHARACTER OF THE JOB**

The Physical Plant Department is responsible for the entire Physical Plant at the University including construction, renovations, provision of utility services and the care and maintenance of all properties.

Under general supervision, the Fire Alarm Technician/Electrician is responsible for, verifying fire alarm installations, maintaining, modifying, repairing, testing/inspecting fire alarm systems and components installed in buildings for Life Safety purposes. These include a variety of conventional and addressable systems developed by many different manufacturers.

### **CHARACTERISTIC DUTIES AND RESPONSIBILITIES**

- Conducts periodic and annual testing of the emergency unit lighting, fire alarm systems and related equipment to ensure they meet the applicable codes and standards.
- Assists the Sprinkler System Installer with the testing and inspection of fire protection systems and other related equipment.
- Conducts inspections and completes applicable inspection reports.
- Identifies deficiencies in existing and/or proposed systems and recommends solutions.
- Verifies fire alarm installations.
- Maintains, modifies and repairs fire alarm systems and associated components.
- Will learn the requirements of the University's central monitoring station and communicate effectively with its station duty officers.
- Estimates costs of new installations and repairs.
- Performs other related duties as assigned.

### **QUALIFICATIONS REQUIRED**

The minimum qualifications necessary for acceptable (satisfactory) job performance are:

#### **Level of Formal Education**

- Completion of High School (Grade 12)
- Must possess a CFAA Certificate with appropriate electrical license.
- Must hold a Winnipeg Fire Department issued Service License.

- Must hold a valid Class 5 Manitoba Driver's License.

### **Experience**

- At least five years of related experience in a fire alarm service environment and/or fire protection industry after receiving CFAA certificate.
- Knowledge of applicable Provincial and National Fire and Building Codes.
- Knowledge of the CAN/ULC requirements for fire alarm systems, sprinkler systems, fire suppression systems and emergency lighting.
- Knowledge of different types of Fire Alarm Systems and Devices.

### **Skills and Abilities**

- Computer literate
- Familiarity with computerized scheduling and work order systems.
- Able to read and review electrical shop drawings and determine the application of fire alarm devices.
- Able to direct the work of helpers.
- Able to estimate the costs of new installations as well as upgrades and repairs.
- Able to communicate effectively with staff, students and contractors.

### **Physical Requirements**

- Good physical coordination as often working on scaffolds or ladders.
- Capable of performing duties as assigned.
- Must be able to work in confined areas, such as tunnels, crawlspaces, pits and shafts.
- Must be capable of working on swing stages and with aerial truck devices.

This class specification is intended to illustrate the characteristics of this classification level and should not be interpreted as a description of any one individual position within this classification level.

**“In accordance with the University’s Health and Safety Policy, and in support of the Workplace Safety and Health Act, Physical Plant is committed to providing a safe and healthy working environment for all staff and students.**

**Physical Plant will instruct all employees to complete an Orientation Workshop, normally during the first day on the job, and the Health and Safety Orientation Module, normally during the probation period. Employees will also be instructed to complete various workshops, such as Asbestos Awareness, etc. during the first year of employment depending upon an individual’s classification.”**