



Code: 6733

Family: Construction, Maintenance, and Skilled Labor

Service: Operation and Construction

Group: Industrial Trades

Series: Miscellaneous Industrial Trades

CLASS TITLE: SUPERVISING AIR MASK TECHNICIAN

CHARACTERISTICS OF THE CLASS

Under general supervision, supervises and participates in the repair, cleaning and maintenance of breathing and life support equipment including Self Contained Breathing Apparatus (SCBA), Self Contained Underwater Breathing Apparatus (SCUBA), Oxygen Regulators, Oxygen Cylinders and related components used by firefighting and emergency medical services personnel; and performs related duties as required

ESSENTIAL DUTIES

- Oversees the inspection and dismantling of various equipment parts (e.g., facepieces, air and oxygen cylinders, compressed gas cylinders, breathing air regulators) to identify physical damage or signs of deterioration
- Oversees the quality control testing, repair, maintenance and replacement of malfunctioning equipment and parts on breathing equipment and air cylinders and the rebuilding of air and oxygen cylinder valves
- Monitors the inspection and refilling of air cylinders returned from the field
- Oversees the daily work schedule and assignment of staff to ensure adequate manpower, approves time off requests and prepares staff performance evaluations
- Provides training and direction to staff
- Ensures the proper operation, testing, and calibration of equipment used in the repair and maintenance of breathing equipment
- Monitors the training and certification received by technicians from equipment manufacturers for the repair and maintenance of breathing equipment and related components
- Reviews work orders and inventory entries of staff to check for accuracy and completeness
- Oversees the routine cleaning of breathing equipment and related parts as part of scheduled maintenance
- Supervises fit testing of firefighters, medics, and other personnel
- Maintains records of equipment serviced by technicians
- Orders replacement parts, equipment, and supplies and monitors usage to ensure proper inventory levels are maintained
- Prepares unit's work activity reports for management review, evaluates data and makes recommendations relative to improve service and efficiency
- Acts as a liaison with vendors and manufacturers regarding the maintenance and/or repair of equipment, submission of quotes, deliveries, etc.
- Participates in preparing the unit's operating budget, monitors unit's expenditures and maintains related records
- Prepares staff assignments to pick up and deliver equipment to and from fire houses
- Performs repair and maintenance of breathing and life support systems and related components, as required

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- Two years of experience maintaining and repairing appliances or mechanical equipment

Licensure, Certification, or Other Qualifications

- MSA CARE (Certified Airmask Repair Education) Initial Certification is required
- A valid State of Illinois driver's license is required

WORKING CONDITIONS

- General shop environment
- Exposure to outdoor elements

EQUIPMENT

- Standard office equipment (e.g., telephone, printer, photocopier, fax machine, calculator)
- Computers and peripheral equipment (e.g., personal computer, computer terminals, hand-held computer)
- Hand tools (e.g., hammer, screwdriver, wrench, pliers)
- Power tools
- Testing and monitoring equipment (e.g., oxygen test stand, Posi-check Machine, Quantafit Machine, flow meters, air compressors)
- Breathing air fill station
- Personal protective equipment (e.g. shoes, glasses, gloves)

PHYSICAL REQUIREMENTS

- Substantial lifting (up to 50 pounds) is required
- Ability to stand and walk for extended or continuous periods of time
- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to operate applicable hand tools, power tools, and equipment

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Considerable knowledge of:

- *applicable hand and power tools and testing instruments
- *equipment and materials specific to the maintenance and repair of division equipment
- *manufacturers' manuals for servicing equipment

Moderate knowledge of:

- *applicable safety and code standards, including OSHA standards
- *use of safety equipment and protective gear

- *repair, maintenance, and preventative maintenance methods, practices, and procedures applicable to equipment
- applicable emergency operations

Some knowledge of:

- applicable federal, state, and local laws, regulations, and guidelines
- supervisory principles, methods, practices and procedures
- budgetary and fiscal management practices
- applicable computer software packages and applications

Knowledge of applicable City and department policies, procedures, rules, regulations, and ordinances

Other knowledge as required for successful performance in the Senior Air Mask Technician class

Skills

- *ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- *CRITICAL THINKING - Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- *MONITORING - Monitor and assess performance of one's self, other individuals, or organizations to make improvements or take corrective action
- *COMPLEX PROBLEM SOLVING - Identify complex problems and review related information to develop and evaluate options and implement solutions
- *MANAGEMENT OF MATERIAL RESOURCES - Obtain and see to the appropriate use of equipment, facilities, and materials needed to do certain work
- *COORDINATION WITH OTHERS - Adjust actions in relation to others' actions
- *INSTRUCTING - Teach others how to do something
- *JUDGEMENT AND DECISION MAKING - Consider the relative costs and benefits of potential actions to choose the most appropriate one
- *EQUIPMENT MAINTENANCE - Perform routine maintenance on equipment and determine when and what kind of maintenance is needed
- *OPERATION MONITORING - Watch gauges, dials, or other indicators to make sure a machine is working properly
- *QUALITY CONTROL ANALYSIS - Conduct tests and inspections of products, services, or processes to evaluate quality or performance
- *TROUBLESHOOTING - Determine causes of operating errors and decide what to do about it

Other skills as required for successful performance in the Senior Air Mask Technician class

Abilities

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing

CLASS TITLE: SUPERVISING AIR MASK TECHNICIAN

- WRITE - Communicate information and ideas in writing so others will understand
- REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense
- REACH CONCLUSIONS - Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events)

Other abilities as required for successful performance in the Senior Air Mask Technician class

Other Work Requirements

- INITIATIVE - Demonstrate willingness to take on job challenges
- LEADERSHIP - Demonstrate willingness to lead, take charge, and offer opinions and direction
- COOPERATION - Be pleasant with others on the job and display a good-natured, cooperative attitude
- DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
- ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks
- INDEPENDENCE - Develop own ways of doing things, guide oneself with little or no supervision, and depend mainly on oneself to get things done
- ANALYTICAL THINKING - Analyze information and using logic to address work or job issues and problems

Other characteristics as required for successful performance in the Senior Air Mask Technician class

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
November, 2020