



Position Description

Job Title: Federal Emergency Response Team Emergency Vehicle Technician (EVT)
Date: October 2015
Department: Operations & Office of Emergency Management (OEM)
Status: Non-Exempt
Reports To: Varies depending upon assignment

SUMMARY: An Emergency Vehicle Technician performs inspection, diagnosis, maintenance, repair, and testing activities on emergency response vehicles.

- 1. RESPONSIBILITIES:** The major responsibilities of the Federal EVT are:
 - 1.1. Ensure self readiness.
 - 1.2. Understand and comply with ICS and NIMS concepts and principles.
 - 1.3. Inspect vehicle and equipment as required to assure serviceability
 - 1.4. Complete manifest and other reports/forms as required.
 - 1.5. Establish and maintain positive interpersonal and interagency working relationships.
 - 1.6. Obtain and record information as specified by STL or as directed by Forward Command leadership.
 - 1.7. Perform needed equipment and vehicle repairs.
 - 1.8. Maintains confidential all information obtained in the course of a deployment unless directed by AMR authorities or required by law to share such information.
 - 1.9. Refuses to participate in unethical procedures, and assumes the responsibility to report incompetence or unethical conduct to the appropriate authority.
 - 1.10. Services and repairs HVAC systems and other electrical components.
 - 1.11. Performs preventative maintenance tasks and diagnoses problems on all types of vehicles and equipment.
 - 1.12. Troubleshoots hydraulic and electrical problems.
 - 1.13. Uses common air and hand tools for the maintenance and repair of vehicles.
 - 1.14. Prepares and maintains accurate records of maintenance work.
 - 1.15. Maintains a clean and safe working environment.
 - 1.16. Communicates with co-workers, supervisors and FOB personnel to establish and maintain effective working relationships.
 - 1.17. Performs other duties as assigned.
 - 1.18. Responsibilities At Scene
 - 1.18.a. Report for assignment(s) as directed.
 - 1.18.b. Obtain orientation to local theater of operation.
 - 1.18.c. Facilities, support services, and material at the incident should be provided by Logistics Section, however, these resources may not be in place in the

early stages of a disaster so Federal ERT EVT should be self-sufficient for up to 72 hours.

- 1.19. Responsibilities – Demobilization
 - 1.19.a. The Federal EVT should not leave the theater of operations without receiving departure instructions from their STL.
 - 1.19.b. Complete and submit demobilization check-out forms.
 - 1.19.c. Return all communications and other equipment on loan for the incident.
 - 1.19.d. Reviews return travel procedures with STL.

2. REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- 2.1. Basic understanding of the underlying principles of laws and regulations, criteria and standards dealing with emergency response, homeland security and general emergency preparedness issues.
- 2.2. Working knowledge of the National Incident Management System (NIMS).
- 2.3. Working knowledge of the Incident Command System (ICS).
- 2.4. Skill in the use and care of tools and equipment associated with the servicing of vehicles and motorized equipment.
- 2.5. Ability to diagnose and repair operational problems on automotive equipment.
- 2.6. Ability to perform preventative maintenance tasks on a variety of vehicles and motorized equipment.
- 2.7. Ability to understand and effectively carry out verbal and written instructions.
- 2.8. Ability to read and interpret service manuals, schematics, charts, etc.
- 2.9. Must be prepared for 24 hour on-call response.

3. MINIMUM QUALIFICATIONS:

- 3.1. Successful completion of the following ICS Courses:
 - 3.1.a. ICS 100.b – Introduction to Incident Command
 - 3.1.b. ICS 200 – Basic ICS
 - 3.1.c. ICS 700.a – NIMS Introduction
- 3.2. Completion of the following baseline criteria:
 - 3.2.a. Chassis
 - 3.2.b. Cab and Body Components
 - 3.2.c. Electronics and Electrical Systems
 - 3.2.d. Auxiliary Drive Systems
 - 3.2.e. Specialized Systems
- 3.3. Able to meet the physical and mental requirements as outlined below.
- 3.4. Completion of an Emergency Vehicle Operations Course (EVOC), or Coaching the Emergency Vehicle Operator (CEVO), or Defensive Driving Course IV (DDC4), or equivalent.

4. STRESS FACTORS:

- 4.1. Occasionally: Repetitive tasks, high pressure, rapidly changing, high-risk environment.
- 4.2. Frequently: Intense tasks, prolonged stand-by periods.

5. PHYSICAL REQUIREMENTS:

- 5.1. Must be healthy enough to function under field conditions, which may include all or some of the following:
 - 5.1.a. Extended (>12hr) shifts, austere conditions (possibly no showers, housing in tents, portable toilets)

- 5.1.b. Extreme weather conditions (long exposure to heat and humidity, lack of air conditioning, extreme cold, or wet environments)
- 5.1.c. Long periods of standing
- 5.2. Individuals should not require personal medications that need refrigeration of any kind.
- 5.3. Should not have any physical conditions, impairments, or restrictions that would preclude them from participating in the moving and lifting of patients and/or equipment and supplies.

6. WORKING ENVIRONMENT:

- 6.1. Occasionally: Works alone.
- 6.2. Frequently: Face-to-face contact with others,
- 6.3. Constantly: Works around others, verbal contact with others, outside shift work, day or night hours.

7. MENTAL REQUIREMENTS:

- 7.1. Occasionally: Simple reading, simple math skills,
- 7.2. Frequently: Simple writing, judgment, reasoning.
- 7.3. Constantly: Decision-making.

8. EQUIPMENT USED:

- 8.1. Occasionally: Telephone, fax, copy machine, stapler
- 8.2. Constantly: Tools, diagnostic equipment