Fire Alarm Technician

**JOB PURPOSE**

Maintains, troubleshoots, repairs, installs and inspects smoke and fire suppression systems (addressable and non-addressable).

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES**

Installs, repairs, and inspects smoke and fire suppression systems; inspects tests, and repairs fire alarm wiring, fire alarm panels and peripheral equipment. Identifies hazards, defects, and the need for adjustment or repair.

Inspects, repair or replace smoke/heat detectors and sprinkler heads; repair and test dry/wet systems; tests fire alarm systems using appropriate diagnostic programs and equipment.

Performs tests on fire pumps and standpipe systems.

Ensures that work is in accordance with relevant codes.

Performs other general building maintenance as assigned.

**KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of materials, methods, and the tools involved in installation, maintenance, and repair of fire and smoke suppression systems and equipment.

Knowledge of applicable building codes, regulations or ordinances.

Ability to operate drills, conduit benders, drill presses, cable pullers, meters (volt, OHM, AMP, Meg), hand drills, hand tools and power tools.

Ability to work in safe and efficient manner.

Ability to read blueprints and schematics.

Ability to use a computer.

Ability to use diagnostic program and other applicable diagnostic software and equipment.

Ability to perform truetest smoke detector sensitivity procedure.

Ability to perform routine maintenance on equipment and determine when and what kind of maintenance is needed.

Ability to work in safe and efficient manner.
MINIMUM REQUIREMENTS

**Education/ Experience:** Associates Degree in electronics with two years verifiable experience OR High school diploma/GED with certificate in electrical DOL apprenticed trade OR High school diploma/GED with five (5) years verifiable experience.

**Licenses:** valid driver’s license and ability to be insured by Indiana University. May be required to acquire and maintain asbestos worker or supervisor certification or other OSHA required certification.

PHYSICAL REQUIREMENTS

Standing, walking, driving, climbing/ladders, squatting/kneeling, reaching, grasping, pushing/pulling, twisting/bending, lifting/carrying up to 50 lbs multiple times per shift, fingering, talking, hearing, and seeing.

WORKING CONDITIONS

Most time spent indoors but possible exposure to extreme hot or cold temperatures for one hour plus when working outdoors. Possible exposure to distracting/uncomfortable noise levels, and vibration of body or extremities. Risk of bodily injury from mechanical parts, electricity, etc. Possible exposure to fumes, odors, etc. that may affect respiration and skin.

The intent of this job specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this specification.

A person with a disability who is pursuing employment opportunities with Indiana University and wishes to discuss minimum requirement accommodations should contact the campus HR office