

**BOARD OF REGENTS  
STATE OF IOWA  
REGENT MERIT SYSTEM**

**Class Title:** Fire Safety Technician I

**Class Code:** 7732

**Pay Grade:** 410

**GENERAL CLASS DESCRIPTION:**

Under direct supervision, performs skilled and semi-skilled duties required for inspection, installation, maintenance, and repair of fire safety equipment. Utilizes plans for proper conformance with fire safety equipment codes and inspections of facilities to determine additional needs for fire safety equipment.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

1. Uses handheld scanner to inspect extinguishers and other equipment as applicable codes require.
2. Inspects buildings to locate hazardous conditions and code violations.
3. Repairs and replaces components relating to fire safety equipment installations and associated database recordkeeping.
4. Assists technicians with inspections and repair work of the fire and life safety equipment.
5. Performs inspections in accordance with applicable codes and organizes inspection reports.
6. Conducts routine surveys and inspections of equipment.
7. Determines fire extinguisher type for hazards present, as related to the International Code Council and NFPA.
8. Inspects and maintains fire extinguishers.
9. Assists with NFPA Inspections.
10. Provides emergency response to the University as needed.
11. Other assigned duties.

The tasks listed under the heading of Characteristic Duties and Responsibilities are examples of the variety and general nature of duties performed by employees in positions allocated in the class. The list is descriptive only and should be used for no other purpose. It is not intended that any position include every duty listed nor is it intended that related duties cannot be required.

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**KNOWLEDGE, SKILLS, AND ABILITIES:**

1. Knowledge of various fire extinguishers.
2. Knowledge of principles, methods, and techniques used in fire prevention.
3. Ability to understand and follow oral and written instructions.
4. Ability and skill to operate safely and maintain equipment and hand/power tools.
5. Ability to communicate effectively, orally and in writing, with other departmental personnel, students, staff, vendors, suppliers, and the general public.
6. Basic knowledge with Microsoft Office.
7. Ability to lift up to 80 pounds.
8. Ability to work in a variety of environments including heights, confined spaces, poorly lit areas, high sound levels, with possible exposure to chemical, biological, radiological, and neurological, and other environmental hazards.

**MINIMUM ELIGIBILITY REQUIREMENTS:**

1. High school graduation or equivalent.
2. Two years of post-high school training in the basic skills of fire prevention or any combination of training and experience in fire prevention work from which comparable knowledge and ability is acquired, or
3. Certified as a Fire Inspector 1 or NICET Certification Level 1 in a Fire Alarm/Protection System.

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**REVISION EFFECTIVE: JULY 1, 2020**