

# SOUTH MONTGOMERY COUNTY FIRE DEPARTMENT



## Fleet Maintenance Technician



Montgomery County ESD #8



## Maintenance Technician

The South Montgomery County Fire Department seeks a highly motivated professional to serve as a full-time Fleet Maintenance Technician. This is an exceptional opportunity to provide support to a rapidly growing, progressive Fire Department.

The district has a rich, rewarding quality of life and community spirit. Located 30 minutes north of Houston, Texas, it offers the advantages of a small community with the nearby culture and entertainment resources of a big city.

The Fleet Maintenance Technician will work under the supervision of the Maintenance Director and with the other maintenance technicians.

## The Department

The South Montgomery County Fire Department is directed by Fire Chief Troy Koteras. Under his direction are 153 employees as listed below:

<u>Rank/Title</u>	<u>No. of Positions</u>
Chief	1
Assistant Chief - Administration	1
Assistant Chief - Operations	1
Battalion Chief - Emergency Preparedness	1
Battalion Chief - Training/Safety	1
Battalion Chief - Operations	6
Captain - Training/Safety	1
Lieutenant - Training	1
Captain - Community Risk Reduction Operations Lieutenant	1
Safety Officer/DTO	21
Engineer/Operator	3
Firefighter	30
Fire Inspector	72
Support Services Director	3
Logistics Coordinator	1
Maintenance Director	1
Fleet & Facilities Technicians	2
Technology Director	1
HR Director	1
Executive Assistant	1
Executive Assistant - Operations	1
Administrative Assistant	1

## Fleet Technician Progression FY 2023-2024

To advance within the Fleet Technician progression track, an employee must satisfy the qualifications and possess the certifications as outlined below:

### FLT 1 Qualifications:

- Meets/exceeds the requirements of the current job description and be appointed by the hiring panel and/or the Maintenance Director.

### FLT 2 Qualifications:

- Meets minimum criteria for Fleet Technician 1
- 2 total years of service with the department (or exceptional performance/experience discretion)
- EVT certifications F1 and F2
- ASE certifications T4 and T5
- Positive performance evaluations with the recommendation of the Fleet Maintenance Director

### FLT 3 Qualifications:

- Meets minimum criteria for Fleet Technician 2
- 3 total years of service with the department and 1 year being FLT 2 (or exceptional performance discretion)
- EVT certifications F3 and F4
- ASE certifications T2, T3 and T6
- Positive performance evaluations with the recommendation of the Fleet Maintenance Director

### FLT 4 Qualifications:

- Meets minimum criteria for Fleet Technician 3
- 4 total years of service with the department and 2 years being FLT 3 (or exceptional performance discretion)
- EVT certifications F5 and F6
- ASE certifications T1 and T7
- Positive performance evaluations with the recommendation of the Fleet Maintenance Director

## Candidate Profile

Duties include but are not limited to:

- Devote a minimum of forty (40) hours per week performing District duties.
- Perform preventative maintenance and repair to fire apparatus and equipment.
- Ability to navigate and utilize vehicle diagnostic software technology.
- Perform installation of emergency equipment and up-fit department vehicles.
- Maintain a clean work environment.
- Record detailed documentation of completed maintenance, repairs, and testing.
- Report/replace depleted inventory levels related to vehicle maintenance.
- Provide input for the Fleet Maintenance budget.
- Ensure the District's fleet maintenance criteria are compliant with NFPA and DOT standards.
- Ensure that testing for the fleet is completed in accordance with applicable standards.
- Ability to coordinate with on-duty crew for scheduling of repairs.
- Devote his/her full attention and energy when conducting the business of the District.
- Performs other work-related duties as assigned.
- Use his/her best efforts to promote the interests and goodwill of the District.

## Education / Experience

- Must have working knowledge of modern engines both diesel and gasoline.
- Willingness to obtain Emergency Vehicle Technician certifications.
- Knowledge of automotive electrical systems.
- Knowledge of hydraulic systems.
- Basic heavy truck preventative maintenance procedures.
- Basic plumbing repair or ability to learn.
- Willingness to learn fire apparatus pump systems and testing.
- Knowledge of small engine repair.
- Reporting skills, writing skills, Microsoft Office skills, organization, analyzing Information, professionalism, problem solving, supply management, inventory control, verbal/electronic communication, and ability to adapt to a dynamic workload.
- Ability to use specialized tools and equipment.
- Associates Degree or College education preferred.

## Texas County and District Retirement System

The South Montgomery County Fire Department participates in the Texas County & District Retirement System (TCDRS). TCDRS is a defined benefit plan that is funded through a required 7% employee contribution with a 17.5% District match. There is a guaranteed 7% compound yearly interest contribution. TCDRS is a portable retirement that is one of six retirement plans that work together for overall employee vesting. Those include the Employees Retirement System of Texas, the Teacher Retirement System of Texas, the Texas Municipal Retirement System, the Judicial Retirement System, and the City of Austin Employee's Retirement System.

Our plan requires an 8-year vesting with retirement eligibility after 30 years, or the rule of 75 (age plus years of service equals 75) or 60 years of age.

### Compensation

The salary will be competitive, with a starting rate commensurate with experience and qualifications. Estimated pay range for this position is \$58,000-\$68,000 with an attractive benefits package. Benefits include group health, dental, vision, and life/disability insurance package. 12 paid holidays per year, vacation and sick leave plans, pension plan, 457 deferred compensation plan, longevity and non-tobacco and certification incentives.

### How To Apply:

For additional information on this opportunity, please contact Assistant Chief Adam Moore at 281-363-3473 or email to [employment@mcesd8.org](mailto:employment@mcesd8.org). The application is available on our website at [mcesd8.org/employment/](https://mcesd8.org/employment/) or the link below:

[Application Link](#)

South Montgomery County Fire Dept.  
Montgomery County Emergency Services District No. 8  
27900 Robinson Road  
Conroe, TX 77385

SMCFD is an Equal Opportunity Employer. SMCFD does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, political ideas or disability in employment of the provision of services.





## MISSION STATEMENT

To serve with excellence and integrity in safeguarding the community's well-being through life safety, property protection, and comprehensive risk mitigation.



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[www.mcesd8.org](http://www.mcesd8.org)

