Job Title: Alarm System Technician I

BCAT Code: 091X35  Effective Date: October 5, 2010
Pay Grade: G12   FLSA Status: Non-Exempt  Revision Date: July 1, 2013

General Description
Performs various duties involving troubleshooting, repair, maintenance and calibration of smoke detectors, alarm equipment and systems.

Examples of Duties
- Performs preventive maintenance, troubleshooting and repair of fire alarm systems.
- Calibrates smoke detectors and other alarm equipment.
- Responds in a timely manner to alarm calls.
- Prepares and maintains fire alarm and sprinkler inspection logs.
- Performs regular inspections of fire alarm and sprinkler equipment to correct deficiencies.
- Identifies alarm system issues and quickly responds to all fire alarm related calls, including emergency calls after hours.
- Installs, identifies, and repairs electrical, fire, security systems and their components.
- Manages fire alarm testing and inspection programs; performs manual alarm tests and issues appropriate reports.
- Coordinates and assists other trades in fire alarm and sprinkler work requests.
- Coordinates the work performed by contractors on the repair and services of fire alarm systems.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities
- Knowledge of basic tools and equipment.
- Knowledge of the state of Georgia Fire Codes.
- Knowledge of electronic material, equipment and tools.
- Effective time management and organizational skills.
- Ability to communicate effectively orally and in writing.
- Ability to work from blueprints and sketches.
- Ability to supervise and train lower level employees.
- Ability to walk, climb and lift; also work in confined spaces.

Minimum GSU Hiring Standards
Technical or vocational degree with one year of related experience; or high school diploma or GED and three years related experience; or a combination of education and related experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.