



Job Specification

Job Title: Alarm System Technician
BCAT Code: 710X AE
Pay Grade: G13

Effective Date: April 1, 2007
Revision Date: February 1, 2007
FLSA Status: Non-Exempt

General Description

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

Examples of Duties

- Supervises lower level employees in performance of activities related to alarm systems maintenance, repair and calibration.
- Performs preventive maintenance, troubleshooting and repair of fire alarm systems.
- Calibrates the smoke detectors and other alarm equipment.
- Responds in a timely manner to alarm calls.
- Coordinates, assists and inspects the work of contractors on alarm systems.
- Prepares and maintains alarm log.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities

- Knowledge of basic tools and equipment.
- Knowledge of 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 experience; or a high school diploma or GED and three years experience; or a combination of education and 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.