

ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY

Central Services

Fire/Life Safety Systems Technician

Job #07-091

Closing Date: 01/05/2007

The Foothill-De Anza Community College District is currently accepting applications for **Fire/Life Safety Systems Technician, Central Services**.

DUTIES AND RESPONSIBILITIES OF THE POSITION INCLUDE:

Under general supervision of the Director of Facilities and Operations, plan, evaluate, repair, inspect, and maintain all district fire/life safety systems. Investigate and identify fire alarm and fire sprinkler system problems and develop plans to affect repairs. Evaluate equipment and develop preventative maintenance schedules for all fire systems and their components. Inspect fire systems to ensure conformance with federal, state, and local regulatory agencies. Design and plan fire system alterations. Review plans and specifications, related to fire/life safety, for renovations and new construction. Act as District's liaison with Fire Marshal, and any state or federal insurance investigators inspecting district facilities related to fire/life safety. Work with division deans, and Plant Services leads to inspect, identify and facilitate correction of regulatory violations. Act as state Inspector on major fire/life safety construction projects within the District. Prepare correspondence and informal contracts to agencies and vendors for material and labor agreements. Coordinate all hands on repairs related to alarm and sprinkler systems. Perform construction management duties for all construction projects relating to fire/life safety.

MINIMUM QUALIFICATIONS:

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Four years practical experience with fire/life safety systems.
3. Four years practical experience with fire sprinkler and suppression systems.
4. One year journeyman-level experience.
5. Valid California drivers operator's license.

PREFERRED QUALIFICATIONS:

1. Knowledge of all federal, state, and local regulations pertaining to fire/life safety.
2. Knowledge of computer and software uses and practices.
3. Knowledge of electrical distribution as it relates to fire/life safety.
4. Knowledge of design requirement, technical operating details of fire/life safety alarm and suppression systems.
5. Knowledge of safe work practices based on industry standard injury and illness prevention practices.
6. Ability to utilize and repair fire/life safety equipment.

7. Ability to prepare sketches and drawings for minor construction projects.
8. Ability to prepare written correspondence to federal, state, and local agencies.
9. Ability to understand and interpret complex fire/life safety regulations.
10. Ability to use electrical and plumbing tools and equipment.
11. Ability to use computer programs, tools, and testing equipment.
12. Ability to interface with administrators, public, staff, students and regulatory agencies.
13. Ability to acquire Division of the State Architect inspection license.

APPLICATION MATERIALS:

1. A District application to be completed at www.fhdajobs.net (a paper application is available by visiting www.fhda.edu or by contacting Employment Services).
2. Resume of all work experience, formal education and training.
3. Cover letter addressing your qualifications for the position of Fire/Life Safety Systems Technician.
4. A separate document that provides information which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.

Incomplete application packets will not be forwarded to the search committee for review.

Application materials become the property of the District and will not be returned.

CONDITIONS OF EMPLOYMENT

Salary: \$4,623.57 per month plus benefits; level L-54

Position: Full-time, Permanent, 12 months per year

Starting date: As soon as possible upon completion of the search process.

Excellent benefits package which includes full cost medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long-term disability, retirement benefits and basic life insurance.

-OVER-

For information on our benefits package that includes fully paid medical for employees and dependents, visit our web site:

<http://hr.fhda.edu/benefits>

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.

All interviewing costs incurred by applicant are the responsibility of the applicant.

For more information about our application process contact:

Employment Services

Foothill-De Anza Community College District

12345 El Monte Road

Los Altos Hills, California 94022

(650) 949-6217

Email: employment@fhda.edu

<http://www.fhda.edu>