

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position <u>Stationary Engineer</u>	
		Division and/or Subdivision <u>Northern Region Headquarters</u>	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters <u>Technical Services – Redding</u>	
		Class Title of Position <u>Stationary Engineer</u>	
		Position Number <u>541-101-6712-009</u>	
		Effective Date	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
50%	<p>Under general direction of the Direct Construction Supervisor I, the Stationary Engineer is performing the following:</p> <p>*Operates, installs, maintains, and repairs heating, ventilation, air conditioning (HVAC) equipment, commercial and residential water heating equipment and cooking equipment, including, commercial walk-in refrigerators and freezers and all valves and devices for air and temperature control. *Operates, maintains, and repairs all natural and Liquefied Petroleum (LP) gas distribution lines. Operates, repairs and maintains water systems, softeners, piping and pumps used in conjunction with water distribution, including all sinks and toilets, supply lines and water lines; operates, repairs and maintains all types of motors and engines used to power pumps, compressors and fans; troubleshoots, repairs and maintains single and multi-phase electrical circuits up to 550 volts including transformers, motors, controls, machinery, fixtures, appliances, generators, automatic transfer switches, electronic systems, alarm systems, security systems, energy management systems; operates maintains and repairs water and sewage systems, pumps, spray fields, septic tanks, diversions, distributions systems, and lift stations, laundry bakery and culinary equipment; inspects and trouble shoots electrical and mechanical systems and equipment; performs minor building maintenance and repair; leads and trains subordinates and less senior personnel in procedures, and practices; Operates, maintains and repairs water and sewage treatment systems, air compressors; and vehicle fuel storage and handling systems.* Tests and maintains fire suppression systems including electric and diesel driven pumps and motors, valves, piping, sensors, regulators, controllers, tanks and other devices.</p> <p>*These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.</p>		
Equal Employment Opportunity (EEO) Statement: All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment:			
"We have discussed this document in its entirety and understand the duties of this position."			
_____ Employee Signature	_____ Date	_____ Supervisor Signature	_____ Date
Personnel use only <input type="checkbox"/> Posted to Directory _____ <div style="text-align: center;">Initials and date</div>			

Percentage of Time Required Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.

15%	May lead the work of a construction crew which may include indirect supervision of inmates, casual hires, and other assigned workers. Ensures compliance with all safety standards and practices. *Inspects progress on jobs for code compliance, quality control and general industry adherence to standard practice of construction at various sites within the Region that may require travel.
10%	Prepares parts and material lists, obtains cost estimates, and purchases parts for equipment and system replacement or repair. Maintains Procurement Card (P-Card) and supporting purchasing documents and prepares reports as required.
10%	In accordance with approved mechanical plans, interprets codes, makes recommendations, and completes material lists and estimates for projects.
5%	Maintains specialized tools, safety equipment, vehicle, and work-related records.
5%	Conducts safety tailgate sessions with crews, contractors, and non-technical help assigned to projects. Remains current on Uniform Building Code, Uniform Plumbing code, National Electrical Code, Uniform Mechanical Code. Safe Drinking Water Act and State Regulations.
5%	Performs other class related duties as required.

The incumbent is required to wear respiratory protection equipment (including self-contained breathing apparatus (SCBA). The use of such equipment may place a physiological burden on the incumbent that varies with the type of equipment used, the job and workplace conditions in which the equipment is used, and the medical status of the incumbent. As such, Cal/OSHA requires that the incumbent be annually medically cleared to be fit-tested for respiratory protection equipment. This clearance process consists of a comprehensive medical evaluation including a review of the incumbent's medical history, a complete physical examination, and vision, hearing, spirometry, and exercise treadmill test.

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Job qualifications and/or conditions of employment: **Overnight travel may be required. Ability to obtain and maintain certified purchaser status. Ability to drive a state vehicle to various job site locations. May be required to work nights, weekends, or extended hours. Desirable Qualifications: Wastewater Treatment Plant Operator, Water Distribution Operator, Water Treatment Operator, EPA License, Flow Prevention Assembly Tester, and Repair.**

"We have discussed this document in its entirety and understand the duties of this position."

Employee Signature _____	Date _____	Supervisor Signature _____	Date _____
Personnel use only	<input type="checkbox"/> Posted to Directory	_____	_____
Initials and Date			