

## **SOUTH WALES FIRE AND RESCUE SERVICE**

### **JOB DESCRIPTION**

<b>Department</b>	Operational Risk Management
<b>Post</b>	Logistical Support Team Technician/Hydrant and Extinguisher Technician
<b>Post No</b>	502234
<b>Grade</b>	7
<b>Location</b>	Fire Service Headquarters
<b>Responsible to</b>	Logistical Support Team Manager

**This job description refers to the main purpose and responsibilities of the post. It does not necessarily list in detail all of the tasks required to carry out these responsibilities. This job description will be reviewed as and when necessary to ensure that it meets the Service's business requirements.**

#### **MAIN PURPOSE OF THE POST**

To ensure the effective testing of all extinguishers within the organisation and to carry out the inspection and limited maintenance work of fire hydrants within the Service Area, under the direction of the Hydrant & Extinguisher Team Manager.

#### **DUTIES AND RESPONSIBILITIES:**

1. To carry out hydrant inspections and plating, safely and in accordance with the New Roads and Street Works Act 1991 and the Traffic Management Act 2004.
2. To collect and process information to maintain the efficient operation of the Hydrant Database and Mobile Data System.
3. To represent the organisation at site specific meetings with key stakeholders.
4. To advise and provide local information relating to the design of hydrant layouts on new schemes and coordinate design requirements with water company staff.
5. To ensure all works carried out comply with the Drinking Water Inspectorate regulations.
6. To liaise with and advise operational staff regarding hydrant locations and capabilities.
7. To visit any Station or Department within the Service Area at the direction of the Hydrant and Extinguisher Support Team Manager in order to implement the Periodic and Testing Maintenance Policy (PTM).
8. To update the database for identification and location of equipment ensuring accurate information at all times.
9. To compile and complete any documentation/reports that may be required.

10. To appropriately mark Service assets in line with the requirements of the South Wales Fire & Rescue service's asset marking scheme.
11. To maintain work equipment to the required standard and advise line manager of any defective or missing equipment.
12. To inspect and service portable extinguishers, fire blankets, battery operated fire alarm systems and hose reels in accordance with the BSI quality system and BAFE Guide to Servicing within the planned annual maintenance programme and respond to urgent requests when necessary.
13. To ensure the safe collection and transportation to stores of bio hazardous materials (e.g. hypodermic needles).
14. To use provided vehicles to undertake allocated duties as directed by the Hydrant & Extinguisher Team Manager.
15. To take responsibility for effective personal performance.

## **STANDARD SERVICE REQUIREMENTS**

- To attend in-house and external training courses as required.
- To achieve relevant qualifications within appropriate timescales to support job role.
- Any other duties commensurate with the grade and post.
- To co-operate fully with any scheme or pilot scheme that shall be introduced within the department or across the Service.
- To implement the principles of the Service's Equal Opportunities and Diversity Policies and Welsh Language Schemes whilst carrying out the above duties.
- To adhere to Health & Safety Legislation/Relevant Service Policies and Procedures and to take reasonable care for the health and safety of yourself and other persons who may be adversely affected by your acts/omissions.

## **ORGANISATIONAL VALUES**

In performing the above role, all employees of the Service are required to observe and promote the Service's Core Values to be, at all times:

- Professional
- Caring
- Respectful
- Dedicated
- Trustworthy
- Dynamic
- Disciplined
- Resilient

