

## CITY OF ST. LOUIS CLASSIFICATION SPECIFICATION

### CLASSIFICATION

**TITLE:** Emergency Management System Technician

**CLASS CODE:** 2182

### **GENERAL DESCRIPTION OF DUTIES:**

Incumbents in this classification monitor, test, maintain and repair the City's emergency early warning system.

### **DISTINGUISHING CHARACTERISTICS:**

This is a journey-level technical classification in the Public Safety and Security Series – Emergency Management Group job family within the City of St. Louis. Incumbents perform a variety of moderately complex duties. The distinguishing characteristics of this classification within the series include responsibility for regular field work in the testing, repair and maintenance of the sirens that make up the City's early warning system, assisting in the maintenance of the City's radio communications system and maintaining computer records of all such repairs and preventive maintenance schedules.

Incumbents work under general supervision. While workers require some supervision in most assignments, they are free to develop their own work sequences within established procedures, methods and policies. They are generally subject to periodic supervisory checks.

### **EXAMPLES OF WORK (Illustrative Only):**

***(The list of duties is intended to be representative of the duties performed in positions within this classification. It does not include all the duties that may be assigned to a position and is not necessarily descriptive of any one position in this class.)***

Repairs emergency sirens including testing and replacement of power amps, decoders, tone generators, rotor controls, battery chargers, fuses, blowers, belts, compressors, timers, starters, timer boards, relay boards and power supplies.

Tests components of malfunctioning sirens to determine nature and extent of problem.

Performs scheduled preventive maintenance on system equipment.

Assures safety of repair work area by placing safety cones and directing vehicular traffic around work sites; secures work site against potential danger from power lines.

Enters data and maintains computer files on all siren repairs.

Performs tests, using a sound meter, to determine if sound level is adequate for warning system effectiveness.

Assists in maintenance of radio communications with all City agencies.

May assist in coordinating all radio communications with City, county and state offices during large-scale disasters.

May assist in setup of emergency command posts when emergency repair work is needed due to weather or other natural disasters.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

#### **Data Utilization:**

Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

#### **Human Interaction:**

Requires the ability to explain, demonstrate and clarify to others within well-established policies, procedures and standards. Ability to follow specific instructions and respond to simple requests from others.

#### **Equipment, Machinery, Tools and Materials Use:**

Requires the ability to operate and/or maintain and make adjustments to a variety of equipment, machinery and tools such as siren test set, decoder tester, encoders, multi meters, hand and power tools, a variety of motor vehicles, safety devices and computer terminal.

#### **Verbal Aptitude:**

Requires the ability to utilize a variety of advisory data and information, such as technical and service manuals, various data reports, diagrams, blueprints and flow charts.

#### **Mathematical Aptitude:**

Requires the ability to perform addition, subtraction, multiplication and division; calculate percentage and decimals; perform mathematical operations involving basic algebra.

#### **Functional Reasoning:**

Requires the ability to apply principles of rational systems. Ability to interpret instructions furnished in written, oral, diagrammatic or schedule form. Ability to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objective.

#### **Situational Reasoning:**

Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable or verifiable criteria. **Environmental Factors:**

Tasks routinely risk exposure to adverse environmental conditions, such as dust, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents in performing emergency warning system repair and maintenance activities.

**Physical Requirements:**

Requires the ability to exert sustained physical effort typically involving the handling of moderately heavy objects and materials twenty to fifty pounds in weight.

Requires the ability to stoop, kneel and climb while lifting equipment in order to perform testing, maintenance and repair functions.

**Sensory Requirements:**

Requires the ability to recognize and identify similarities or differences between colors, sounds and odors when diagnosing and calibrating instrumentation problems. Requires the ability to distinguish objects clearly at both close and far-range such as reading and setting instrument controls and operations of a vehicle.

The City of St. Louis is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of St. Louis will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the City.