



## POSITION DESCRIPTION

**Position Title:** Field Technician Trainee                      **Status:** Non-Exempt Hourly  
**Reports To:** Field Supervisor                                      **Date Issued:** 07/2008  
**Department:** Service    **Date Revised:** 12/2011

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### **POSITION SUMMARY:**

The Field Technician Trainee assists Field Technicians in the performance of their duties and responsibilities, and is expected to learn Field Technician trade, including Fire Alarm, Sprinkler, and Special Hazards.

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### **DUTIES AND RESPONSIBILITIES:**

- Service position with continuous service to internal and/or external customers.
- Assists Field Technicians in the inspection and testing of fire protection systems.
- Expected to render all services in accordance with manufacturer instructions, related codes/standards and Company policies and procedures.
- Expected to learn trade with the ultimate goal of becoming a Field Technician.
- Accuracy and timeliness is a must.
- Handles each transaction in a way that positively spreads our Company's reputation.
- Expected to keep our word 100% of the time and work every day until our obligations are met, which may result in overtime.
- Operates and uses measuring instruments and gauges and assorted industry related devices.
- Expected to work toward achieving NICET certification in desired trade.
- Must continuously adhere to Company's Controlled Substances and Alcohol Standard.
- Expected to work safely, by using good judgment and following all Company safety policies and work procedures with authority to stop an unsafe act.
- Performs other related duties as required.

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## **JOB SPECIFICATIONS**

- Must exhibit characteristics consistent with encouraging Team concept.
- Must be able to speak, read and write English fluently.
- Must provide quality customer service.
- Must maintain a valid driver's license and acceptable driving record.
- Must interact well with all levels of individuals, internally and externally.
- Must maintain a positive and professional demeanor.

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## **EDUCATION AND EXPERIENCE:**

- High School diploma or equivalent required, plus
- Experience in the fire protection industry preferred.

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## **PHYSICAL REQUIREMENTS:**

- Must be able to lift and move objects weighing up to 50 pounds, work from heights above 10 feet, and work in confined areas.
  - Must be able to stand for long periods of time.
  - Must be able to lift, crouch, reach, handle, push and pull.
  - Must be able to drive a vehicle and provide own transportation.
  - Must be able to travel and stay out of town as needed.
  - Must be able to work in extremely cold and extremely hot temperatures.
  - Must be able to work while exposed to loud sounds and noise levels.
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