

POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No. **62X85**

2. Reason for Submission: Redescription, Reestablishment, New, Dept'l, Field

3. Service: New, Dept'l, Field

4. Employing Office Location: **MCB, Camp Lejeune, NC**

5. Duty Station: _____

6. CSC Certification No. _____

7. Fair Labor Standards Act: Exempt, Nonexempt

8. Employment/Financial Stmt Required: Yes, No

9. Subject to IA Action: Yes, No

10. Position Status: Competitive, Excepted (Specify) _____

11. Position is: Suprvsry, Managerial, Neither

12. Sensitivity: Critical, Noncritical, Nonsensitive

13. Competitive Level Code _____

14. Agency Use _____

Redescription of JD #65-83
Plumber WH-4206-9

| 15. Classified/Graded by | Official Title of Position | Pay Plan | Occupational Code | Grade | Initials | Date |
|---|----------------------------|-----------|-------------------|-----------|------------|----------------|
| a. Civil Service Commission | | | | | | |
| b. Department, Agency, or Establishment | | | | | | |
| c. Bureau | | | | | | |
| d. Field Office | <i>Instrument Mechanic</i> | <i>WH</i> | <i>3359</i> | <i>10</i> | <i>Mar</i> | <i>7/30/85</i> |
| e. Recommended by Supervisor or Initiating Office | | | | | | |

16. Organizational Title of Position (if different from official title) _____

17. Name of Employee (if vacancy, specify) **Vacant**

18. Department, Agency, or Establishment: **Marine Corps Base, Camp Lejeune, NC**

a. First Subdivision: **Facilities Department**

b. Second Subdivision: **Fire Protection Division**

c. Third Subdivision _____

d. Fourth Subdivision _____

e. Fifth Subdivision _____

19. Employee Review. This is an accurate description of the major duties and responsibilities of my position. _____

Signature of Employee (optional) _____

20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor: **R. M. PINER, Jr., Deputy Fire Chief**

Signature: *[Signature]* Date: *7-30-85*

b. Typed Name and Title of Higher-Level Supervisor or Manager (optional): **E.J. PADGETT, Base Fire Chief**

Signature: *[Signature]* Date: *7-30-85*

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U. S. Code, in conformance with standards published by the Civil Service Commission or, if no published standards apply directly, consistently with the most applicable published standards.

Typed Name and Title of Official Taking Action: **OLIVE S. DOWNING, Classification Superintendent**

Signature: *[Signature]* Date: *7/30/85*

22. Standards Used in Classifying/Grading Position:

FLSA: Exempt Nonexempt Unit Status: *001Q*

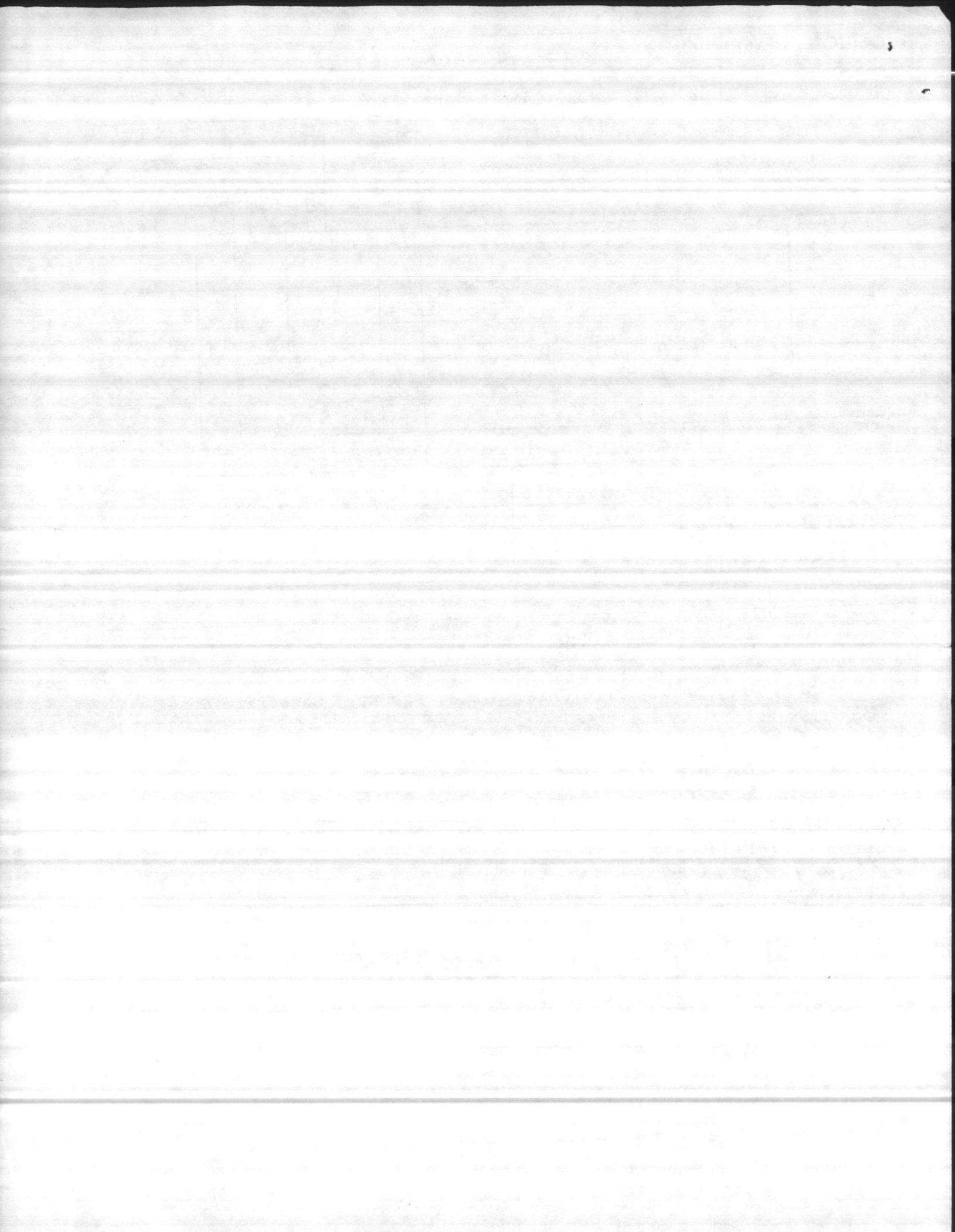
CFI: SPC: BOC:

Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the Civil Service Commission. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the Commission.

23. Position Review

| | Initials | Date | Initials | Date | Initials | Date | Initials | Date | Initials | Date |
|------------------------|----------|------|----------|------|----------|------|----------|------|----------|------|
| a. Employee (optional) | | | | | | | | | | |
| b. Supervisor | | | | | | | | | | |
| c. Classifier | | | | | | | | | | |

24. Remarks _____



1. JOB SUMMARY

This position is located in the Fire Prevention Section of the Fire Protection Division, Marine Corps Base, Camp Lejeune, North Carolina. The incumbent performs maintenance, repair, installation, modification and testing of all sprinkler systems utilized for fire protection and their appurtenances, such as: heat actuating devices, valves of various types, automatic tripping mechanisms, pneumatic controls, air compressors, electric and water alarm bells, electric relays heaters, pressure switches and alarm switches. A large percentage of incumbent's time is spent on performing the above actions on the systems pneumatic, electrical, and mechanical controls. This is a non-sensitive position.

2. TYPICAL WORK PERFORMED

a. Rate of Rise Deluge--Open Head Systems:

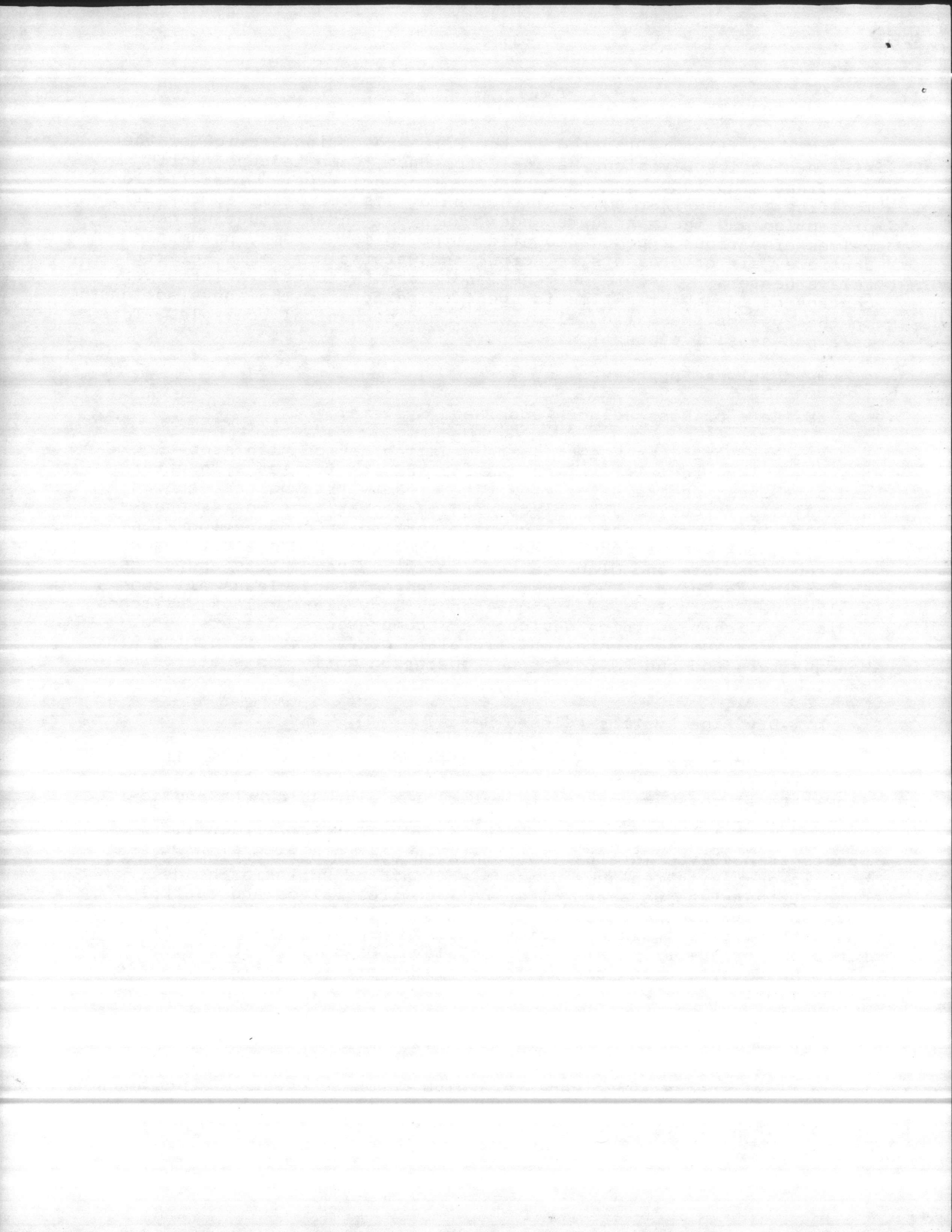
Heat-trip tests each heat-actuating device with stop-clock, tests air line restrictors, checks for and repairs leaks in water and air lines, checks water flow rate, resets trip valves, checks and adjusts mercury check valves with manometer test board, checks and adjusts other releasing mechanism working in conjunction with mercury check valves, checks water flow alarms, packs, lubricates and replaces gate and globe valves, renews valve gaskets and seats and calibrates gauges. Checks, tests, adjusts and cleans all control valves to include electrical supervisory alarm relays, switches, indicator lights, warning devices, air compressors, heaters, etc. Plugs and/or jumps out station fire alarm boxes wired into Fire Alarm Headquarters and checks for proper operation while tests are being made.

b. Dry Pipe Systems--Closed Heads:

Stop-clock tests at inspector's test valve the time it takes for water to reach this valve and then stop-clock tests water flow rate at this valve, Checks water flow alarms, checks and adjusts quick-tripping exhauster, checks and adjusts globe valves, renews valve gaskets and seats, checks for and repairs any leaks. Resets trip valves, drains low points in system before placing back in operation replaces damaged and painted sprinkler heads. Checks, tests, adjusts and cleans all control valves and control devices to include electrical supervisory alarm relays, switches, indicator lights, warning devices, air compressors, heaters, etc. Plugs and/or jumps out station fire alarm boxes wired into Fire Alarm Headquarters and checks for proper operation while tests are being made.

c. Wet Pipe Systems--Closed Heads:

Stop-clock tests at inspector's test valve the rate of water flow, checks and cleans retarding chamber, checks, adjusts and resets releasing mechanisms, packs, lubricates and replaces gate and globe valves; renews valve gaskets and seats; repairs leaks; replaces



painted heads; keeps water pressure on system side of main trip valve at a safe pressure above normal water pressure of mains to avoid false alarms caused by water surges; checks, tests, adjusts and cleans all control valves and control devices to include electrical supervisory alarm relays, switches, indicator lights, warning devices; heaters; plugs and/or jumps out station fire alarm boxes wired into Fire Alarm Headquarters and checks for proper operation while tests are being made.

d. Makes repairs by replacing pipe, valves, fittings, sprinkler heads, electrical devices, control valves, etc., on sprinkler systems developing trouble or becoming damaged when struck by weigh-handling equipment, or from any cause.

e. Works in an advisory capacity and with pipefitters, electricians, Fire Alarm Mechanics, and other instrument and control technicians to provide adequate sprinkler systems protection in buildings that are under-going structural changes.

f. Maintains a close liaison with Fire Alarm Headquarters, answering fire alarms on buildings with sprinkler systems during normal work hours. Investigates and makes written reports on any unusual developments pertaining to sprinkler systems.

g. Makes daily visual checks on sprinkler systems requiring extra close attention and makes a written report on each month on work performed.

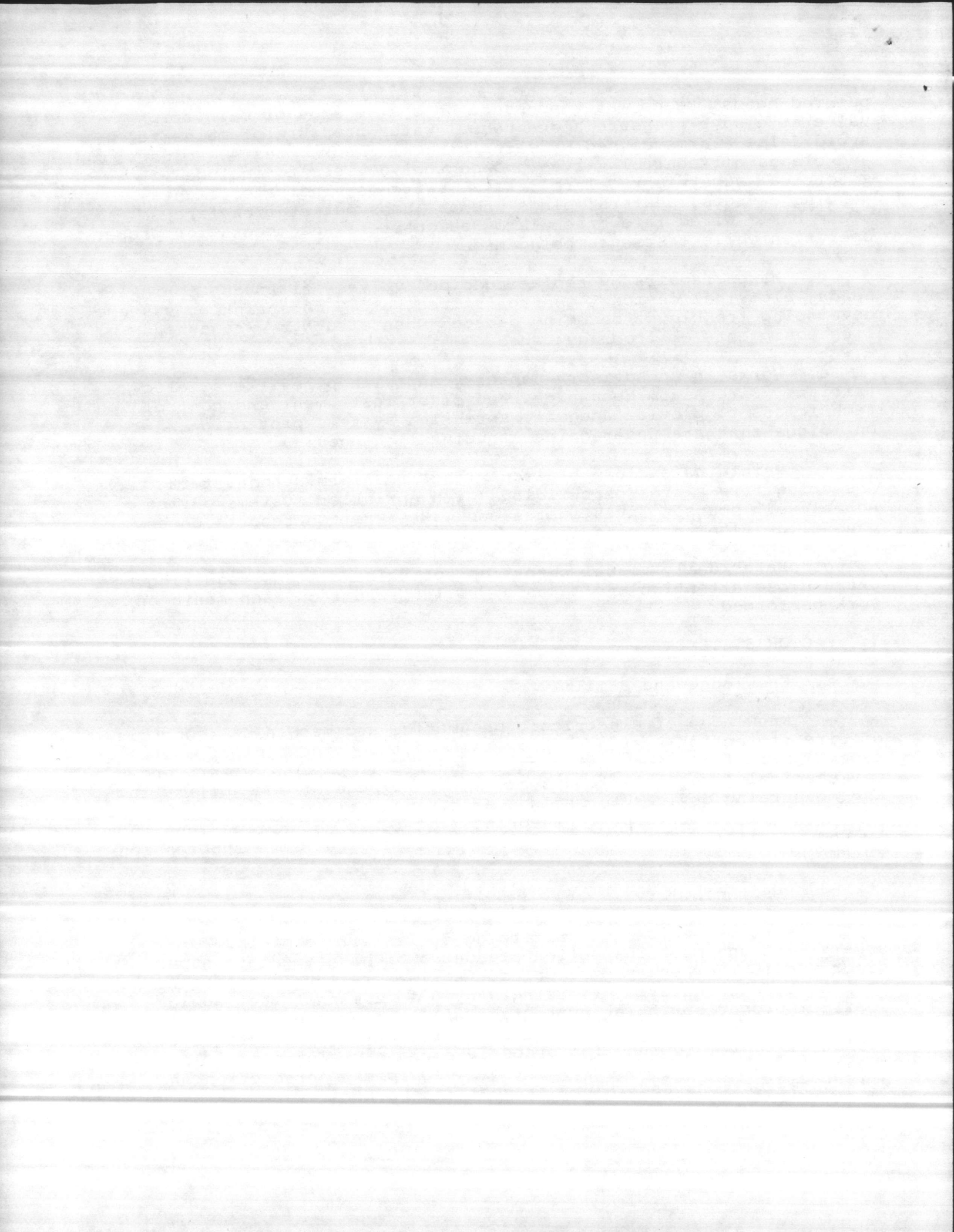
3. FACTOR STATEMENT

a. Knowledge and Skill:

Knowledge of electrical, pneumatic, and mechanical controls of fire protection systems. Knowledge of the principles of operations, assembly, installation, maintenance and repair of CO₂, water, and dry chemical fire protection systems. Knowledge of and ability to use measuring devices to include electrical related such as ohmmeter, etc. Ability to interpret blueprints, sketches, specifications and to use practical mathematics. Skill in laying out fire suppression systems.

b. Responsibility:

Must be capable of performing duties with a minimum of supervision and meet inspection standards of his immediate supervisor who is the Deputy Fire Chief. Advises responsible persons in activities when material is being stored in a manner that would restrict proper sprinkler protection and/or operation. Sprinkler manuals, and guides are occasionally referred to. Failure of a sprinkler system to function properly could cause extensive loss or damage to buildings, materials, tools, equipment, production and work interruptions and injury or death to workers.



c. Physical Demands:

Occasionally participates in the handling of material weighing as much as five hundred (500) pounds. Average weights handled range from one (1) to one-hundred (100) pounds and have to be carried up and down stairs. Weight-handling equipment and other workers are available. Work involves kneeling, crouching, stooping, crawling, climbing and strained, awkward work positions; work requires close attention of eyes, color vision and analysis by ear.

d. Working Conditions:

Performs work above and around moving machinery, equipment and in hazardous areas. Much work is performed fifty to sixty feet above floor level. Injuries could range from those of minor to a major nature.

Majority of work is performed indoors; subject to work infrequently in extreme heat, around dust, noise, poor ventilation, poor illumination, dampness, etc., averaging about 10% of the time.

4. EXPLANATORY STATEMENTS

As indicated in the above statements a Sprinkler Mechanic must have a thorough knowledge of installation and testing procedures, repairs and maintenance of sprinkler systems, CO2 systems, dry chemical systems, and halon systems for fire protection. He must be a qualified artisan with plumbing and pipefitting experience and a practical knowledge of electricity, electrical and pneumatic control devices, electrical installation procedures, and be able to trouble-shoot and make repairs on related electrical circuits, switches, etc.

