



EMERGENCY VEHICLE TECHNICIAN III

CERTIFICATION TRAINING STANDARDS

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EMERGENCY VEHICLE TECHNICIAN CERTIFICATION TRAINING STANDARDS

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EMERGENCY VEHICLE TECHNICIAN III

#1: THE ROLE OF THE EMERGENCY VEHICLE TECHNICIAN III

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTION 6.1
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. AHJ standard operating procedures, rules, and regulations
2. NFPA standards
3. Federal Motor Carrier Safety Regulations
4. A sample budget

REQUISITE KNOWLEDGE:

1. Describe the roles and responsibilities of an EVT III within the organization
 - Task assignments
 - Training
 - Performance evaluations
 - Disciplinary processes
 - Workplace safety
 - EPA regulation compliance
 - Documentation
 - Quality control
 - Fire apparatus specifications
2. Identify AHJ standard operating procedures, rules, and regulations as they apply to the EVT III
3. Describe the critical aspects of NFPA standards as they apply to the EVT III
 - NFPA 1500, Standard on Fire Department Occupational Safety and Health Program
 - NFPA 1901, Standard for Automotive Fire Apparatus
 - NFPA 1911, Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus
4. Apply Federal Motor Carrier Safety Regulations as they apply to EVT III roles and responsibilities
5. Identify budgetary processes and how they impact the role of the EVT III



JOB PERFORMANCE REQUIREMENT:

1. *Identify the roles and responsibilities of the EVT III*

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy

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#2: TASK ASSIGNMENTS AND TRAINING

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTIONS 6.2.1 AND 6.2.2
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. A work order or assignment
2. An emergency vehicle
3. Work space
4. Required tools, equipment, and parts

REQUISITE KNOWLEDGE:

1. Identify skill levels of assigned technicians (6.2.1) (6.2.2)
2. Identify agency priorities (6.2.1)
3. Identify available resources (6.2.1)

JOB PERFORMANCE REQUIREMENT:

1. Assign tasks or responsibilities to technicians (6.2.1)
 - Use complete, clear, and concise instructions (6.2.1)
 - Address safety considerations (6.2.1)
 - Verify completion of tasks or responsibilities within scheduled timeframe (6.2.1)
2. Verify that technician understands the procedure and can demonstrate proficiency at the given task (6.2.2)
3. Conduct individual training for technicians (6.2.2)

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy

#3: PERFORMANCE EVALUATIONS AND THE DISCIPLINARY PROCESS

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTIONS 6.2.3.1, 6.2.3.2, AND STATE FIRE MARSHAL
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. A time record
2. Pertinent work orders
3. Evaluation forms
4. Employee history
5. Standard operating procedures
6. Sample disciplinary issues

REQUISITE KNOWLEDGE:

1. Describe the goals of an evaluation program (6.2.3.1)
2. Describe AHJ policies and procedures related to performance levels and disciplinary action (6.2.3.1) (6.2.3.2)
3. Use organizational job descriptions to provide input on performance levels (6.2.3.1)
4. Analyze employee failure (6.2.3.1)
5. *Describe the disciplinary process*
6. Describe typical employee behavior during an evaluation or disciplinary process (6.2.3.1)
7. Recognize potential problem areas before they become actual disciplinary issues (6.2.3.2)
 - *Sexual harassment*
 - *Hostile work environment*
 - *Unsafe work practices*
 - *External pressures on employees*

JOB PERFORMANCE REQUIREMENT:

1. Provide input on technician's performance level (6.2.3.1)
 - Determine a technician's abilities and weaknesses (6.2.3.1)
 - Schedule training to maintain or improve technician's proficiency *as needed* (6.2.3.1)
2. Recommend, specify, and enforce discipline, giving the necessary guidance, to improve or resolve issues (6.2.3.2)
 - Schedule required counseling *as needed* (6.2.3.1)



- Refer an issue to the next level of supervision *when necessary* (6.2.3.1)

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy

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#4: WORKPLACE SAFETY

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTIONS 6.2.3.3
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. Agency safety policies and procedures
2. Federal, state, local, and industry standards for workplace safety
3. Safety hazards

REQUISITE KNOWLEDGE:

1. Describe agency policies and procedures related to workplace safety (6.2.3.3)
2. Apply federal, state, local, AHJ, and industry standards for workplace safety (6.2.3.3)
3. *Identify safe work practices*
4. *Describe equipment limitations*
5. *Identify personal protective devices*

JOB PERFORMANCE REQUIREMENT:

1. Recommend and enforce safety policies and procedures (6.2.3.3)
2. Monitor workplace safety (6.2.3.3)
3. Document recommendations for safety deficiencies (6.2.3.3)

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy



#5: EPA REGULATION COMPLIANCE

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTION 6.2.3.4
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. Agency policies and procedures
2. Federal, state, and local environmental regulations
3. Material safety data sheets (MSDS)

REQUISITE KNOWLEDGE:

1. Apply agency policies and procedures related to environmental regulation compliance (6.2.3.4)
2. Apply federal, state, and local environmental regulations (6.2.3.4)
3. Maintain material safety data sheets (MSDS) (6.2.3.4)

JOB PERFORMANCE REQUIREMENT:

1. Monitor compliance with applicable environmental regulations
2. Verify workplace complies with all regulations
3. Identify and correct all deficiencies

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy



#6: DOCUMENTATION: ESTIMATES, SCHEDULES, AND REPORTS

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTIONS 6.5.1, 6.5.2 AND THE <i>STATE FIRE MARSHAL</i>
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. An emergency vehicle
2. Repair history
3. Estimate forms
4. Parts lists
5. Required repair or upgrade hours
6. A calculator
7. A schedule
8. Maintenance forms
9. A repair or maintenance request
10. Current staffing and workload
11. Work estimate
12. Work space availability

REQUISITE KNOWLEDGE:

1. *Describe required recordkeeping and documentation*
2. Identify AHJ policies, procedures, and recordkeeping system (6.5.2)
3. Identify parts and component costs (6.5.1)
4. Identify available resources (6.5.2)
5. Determine repair times (6.5.1)
6. *Describe the components of a maintenance or repair schedule*
7. *Describe the components of standard emergency vehicle repair reports*
8. *Describe how to verify activity or documentation completion*

JOB PERFORMANCE REQUIREMENT:

1. Prepare an estimate of deficiencies or upgrades that calculates, documents, and communicates costs (6.5.1)
2. *Prepare* and adhere to a maintenance or repair schedule (6.5.2)



3. Assign and verify completion of required repairs or maintenance in accordance with the projected timeframe (6.5.2)
4. *Prepare standard reports related to emergency vehicle repair*

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy

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#7: DOCUMENTATION: WARRANTY REPAIRS, WORK ORDERS, AND MAINTENANCE RECORDS

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTIONS 6.5.3, 6.5.4, 6.5.5, AND THE <i>STATE FIRE MARSHAL</i>
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. A repaired vehicle
2. Applicable warranties
3. A deficiency list
4. Technical service bulletins
5. A list of completed tasks
6. Agency work order forms
7. Completed documentation of maintenance records
8. Agency recordkeeping policies

REQUISITE KNOWLEDGE:

1. Describe required recordkeeping and documentation (6.5.3) (6.5.4)
2. Identify AHJ policies, procedures, and recordkeeping system (6.5.3) (6.5.4) (6.5.5)
3. *Describe the components of a work order*
4. *Prepare a work order*
5. Evaluate previous repair history (6.5.4)
6. Use accounting information and statistical analysis to identify trends (6.5.5)
7. Reference technical service bulletins (6.5.3)
8. Identify current warranties to determine job assignment (6.5.3)
9. Identify required testing (6.5.3)
10. *Describe how to verify activity or documentation completion*

JOB PERFORMANCE REQUIREMENT:

1. Verify that emergency response vehicle is prepared for repair or maintenance (6.5.4)
2. Create work orders that document all required information and work to be performed (6.5.4)
3. Communicate work order information to technician(s) (6.5.4)
4. Verify repair completion and testing (6.5.3)



5. Verify warranty claim processing (6.5.3)
6. Document warranty repairs (6.5.3)
7. Validate records (6.5.5)
8. Maintain accurate records (6.5.5)

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy

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#8: INVENTORY

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTIONS 6.4.1, 6.4.2, AND THE <i>STATE FIRE MARSHAL</i>
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. Current inventory
2. Agency equipment lists
3. Manufacturer specifications
4. A maintenance schedule and a previous repair history
5. Manufacturer parts manuals
6. A part number or specification and application of part required
7. Purchase order form and procedure
8. Vendor list

REQUISITE KNOWLEDGE:

1. Identify AHJ policies, procedures, and standards (6.4.2)
2. Identify manufacturer specifications including any recommended part substitutions (6.4.2)
3. Identify current suppliers and vendors (6.4.1)
4. *Describe parameters for supplier selection, including:*
 - *Parts availability*
 - *Parts cost*
 - *Shipping cost*
 - *Delivery time*
 - *History*
 - *AHJ purchasing policies*
5. Describe how to use previous repair history to anticipate inventory needs (6.4.1)
6. *Establish, track, and maintain inventory levels*
7. *Prepare, track, and record purchase orders and purchases*

JOB PERFORMANCE REQUIREMENT:

1. Monitor inventory levels within the relevant level of responsibility (6.4.1)
2. Maintain inventory at the required levels (6.4.1)
3. Order correct part from the vendor (6.4.2)



4. Track purchase orders (6.4.2)
5. Track and record purchases (6.4.2)

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy

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#9: QUALITY CONTROL

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTIONS 6.3.1.1, 6.3.1.2, AND THE <i>STATE FIRE MARSHAL</i>
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. An emergency response vehicle
2. A deficiency list
3. Completed tasks
4. Required license
5. A completed emergency response vehicle
6. A list of completed tasks

REQUISITE KNOWLEDGE:

1. *Describe the quality control inspection process*
2. Identify vehicle safety requirements *for quality control* (6.3.1.1) (6.3.1.2)
3. Identify qualifications and limitations of service providers (6.3.1.2)

JOB PERFORMANCE REQUIREMENT:

1. Inspect a completed vehicle to verify vehicle is tested to manufacturer specifications, deficiencies are repaired, and documentation is complete (6.3.1.1)
2. Monitor outsourced repairs to verify vehicle is tested *to manufacturer specifications*, deficiencies are repaired, and documentation is complete (6.3.1.2)

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy



#10: FIRE APPARATUS SPECIFICATIONS

AUTHORITY:	NFPA 1071 STANDARD FOR EMERGENCY VEHICLE TECHNICIAN PROFESSIONAL QUALIFICATIONS (2011): SECTION 6.6.1 AND THE <i>STATE FIRE MARSHAL</i>
LEVEL OF LEARNING:	II

PERFORMANCE GOAL

The following must be in accordance with department policy and standard operating procedures.

GIVEN:

1. Departmental committee recommendations
2. Department policies and procedures
3. Applicable NFPA Standards
4. *Applicable oversight and regulatory agencies' roles, requirements, and standards*

REQUISITE KNOWLEDGE:

1. Identify AHJ requirements in developing specifications (6.6.1)
2. Identify the recommendations, requirements, and standards of oversight and regulatory agencies in developing specifications (6.6.1)
3. *Review and research existing fire apparatus, agency needs, and specifications (6.6.1)*

JOB PERFORMANCE REQUIREMENT:

1. Develop and present emergency vehicle technical criteria as a completed specification (6.6.1)

STANDARD:

By successfully completing all assignments and activities, passing all performance tests, and passing all written tests with a minimum of 80% accuracy



REFERENCE RESOURCES

- Departmental Standard Operating Procedures
- Manufacturer Service Manuals
- Title 49 Code of Federal Regulations
- California Vehicle Code
- Title 21, Division 2, California Code of Regulations

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