



## Montgomery County Emergency Services District No. 10 Magnolia Fire Department

18215 Buddy Riley Blvd ♦ Magnolia, Texas 77354

Office (281) 356-3288 ♦ Facsimile (281) 356-1572

[www.magnoliaesd.org](http://www.magnoliaesd.org) ♦ [www.magnoliafire.org](http://www.magnoliafire.org) ♦ [mfd@magnoliafire.org](mailto:mfd@magnoliafire.org) ♦ [info@magnoliaesd.org](mailto:info@magnoliaesd.org)



### Montgomery County Emergency Services District No. 10

Job Opportunity with Montgomery County Emergency Services District No. 10

Assistant Emergency Vehicle Technician (EVT) and Building Maintenance

Montgomery County Emergency Services District No. 10 (MCESD No. 10) and the Magnolia Fire Department ("MFD") is seeking a person with skills and training to work on heavy diesel fire apparatus, medium duty fire apparatus and SUV's.

MCESD No. 10 covers a district of approximately one hundred sixty-four (164) square miles, and a population of over 138,000 person. We service our district from nine (9) fire stations. The District is in the process of building a new Vehicle Maintenance / Logistics Facility scheduled to be completed by late 2023. The District services over forty-five (45) apparatus.

**Duties include** more than what is listed:

- Schedule service on all District apparatus (light, medium and heavy duty).
- Possess an in-depth knowledge and skills set to work on heavy apparatus, diesel engines, automatic transmissions, brakes, vehicle air conditioners and vehicle electrical components.
- Observe and follow safety rules and regulations.
- Willing to attend Emergency Vehicle Technician ("EVT") classes and obtain necessary certifications of EVT I, EVT II and EVT Master
- Attendance at regular work schedule is an essential function of this position; workday begins at 0700 hours (7am) and ends at 1600 hours (4pm); one (1) hour lunch. Forty (40) hour work week.
- The Maintenance Assistant is a **non-exempt, At Will Employee**.
- Observes and follows the District's Policies and Standard Operating Guidelines ("SOGs").
- Ensures that repairs are performed to all District apparatus. This includes scheduling repairs with a third party vendor or vehicle manufacturer representative.
- Responds to the location of a District vehicle that has broken down.
- Reviews all current warranty information from vendors or manufacturers of vehicles and equipment.
- Maintains an accurate vehicle maintenance record on all apparatus in the District's database (Fire Programs or PSTrax).
- Use PSTrax to document all repairs made; to determine what vehicles or equipment have been reported damaged.
- Use district software to determine and isolate vehicle issues.
- Maintains and repairs all District hydraulic rescue equipment.
- Coordinates or installs all District communication equipment on apparatus and in stations.
- Repairs or ensures that repairs are completed on all District small equipment carried on all apparatus and in stations.

- Minor repairs to District buildings (stations, administrative, and maintenance), including, but not limited to plumbing or electrical.

**Requirements:**

- Graduation certificate from an approved Diesel Mechanic School or a diesel mechanic of two (2) years is preferred.
- Must obtain and possess a Texas class B driver's license; possess auto insurance.
- Pass a pre-employment medical exam with a hearing test.
- Pass a pre-employment drug and alcohol test; pass a nicotine test.
- Possess skills dealing with minor electrical and plumbing building maintenance.
- Must be a non-smoker, non-tobacco user and vaping device user.
- Felonies or Class A Misdemeanors convictions found on background check will eliminate the candidate from the hiring process.

**Benefits and Wages:**

- \$50,000.00 / year or \$24.0384 / hour. Wage may be adjusted depending on qualifications ("DOQ").
- Health Insurance: 100% Employee; 50% Family members.
- Vision Insurance: 100% Employee; 50% Family members.
- Dental Insurance: 100% Employee; 50% Family members.
- Retirement Texas County and District Retirement System ("TCDRS") mandatory.
- Texas Workers Compensation Insurance.
- Short and Long Term Disability.
- Longevity after five (5) years, with an increase every five (5) years.
- Two (2) weeks or eighty (80) hours of paid vacation after your first year.
- Sick leave accrued annually up to three hundred ninety hours (390).
- Access to a 457 saving account (employee funded).
- The District will provide your work uniforms.
- The employee may bring their personal tools.

If you are interested in working for a rapidly growing, progressive Fire District, please find an application on our website, <https://www.magnoliafire.org/employment/> or <https://www.magnoliaesd.org/employment/>.

Applications are due the office of the Fire Chief by 5:00pm on February 10, 2023.

Mail your completed application, resume, diplomas and training certifications to:

Magnolia Fire Department  
18215 Buddy Riley Blvd.  
Magnolia, Texas 77354  
281-356-3288

or

email to: [jhevey@magnoliafire.org](mailto:jhevey@magnoliafire.org)

**Montgomery County Emergency Services District No. 10 is an Equal Opportunity Employer.**