

## **HUMBERSIDE FIRE & RESCUE SERVICE**

### **JOB DESCRIPTION**

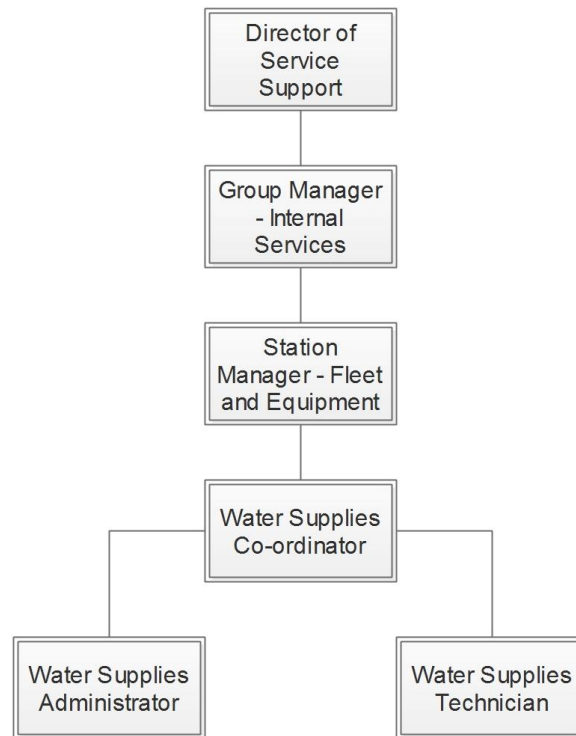
#### **(Support Services Posts)**

<b>POST TITLE</b> Water Supplies Technician	<b>POST NO.</b>
<b>SECTION/DIVISION/LOCATION</b> Emergency Preparedness	<b>POST GRADE</b> Grade 6
<b><u>OVERALL PURPOSE OF THE JOB</u></b>  To undertake regular maintenance and testing of portable fire-fighting equipment within the Fire Services geographical area. To ensure the maintenance of water supplies through inspection, testing and repair of hydrants and basic maintenance service across the Authority.	
<b><u>KEY ACTIVITY AREAS/MAIN DUTIES</u></b>  <ol style="list-style-type: none"><li>1. Undertakes required, regular maintenance of portable fire-fighting equipment, replenishing and repairing equipment when appropriate. This is to comply with BAFE requirements. BS 5306 part3, part8 Maintains inspection records and weekly reports of premises for portable fire-fighting equipment. Requisitions spare parts for refurbishment and maintains adequate stock of supplies in maintenance vehicle.</li><li>2. Undertakes programmed weekly hydrant inspections and completes repots based on the inspection. Risk assess work area before carrying out the work. Attends to fire hydrant inspections in traffic sensitive areas and complies with the roads and streets work act. Gives instruction in the use of portable fire-fighting equipment and responds to requests for fire extinguisher advice and other fire safety matters. Supports Operational personnel in inspection of open water. Risk assess areas and the analysis of new water schemes for fire hydrants and water supplies when required under the fire service act 2004 part 5.</li><li>3. Communicates with Water Authorities regarding defective fire hydrants which are beyond the Fire Service remit of repairs and attends site meetings where necessary.</li><li>4. Carries out regular Fire hydrant checks, testing water flow and static pressure.</li><li>5. Replaces and maintains hydrants posts and plates and carries out repairs to hydrants, maintaining an adequate supply of necessary materials at all times.</li><li>6. Attends to emergency reports such as damage due to leakage, vandalism etc. in order to test the operability of equipment to apply immediate fix or informing the appropriate authority.</li><li>7. Collates information, completes routine reports on the results of inspections, and assists in the compilation of hydrant and associated records.</li><li>8. Undertakes private fire hydrant inspection on request of premises. On site induction before carrying out work requested and provided risk assessment for the work required.</li><li>9. Police vetted to attend Police premise to undertake work. Enhanced DBS checked as a requirement to enter local authority premises.</li></ol>	

## **NOTES:**

1. The postholder may be required to perform other duties that reasonably correspond to the general character of the post and are commensurate with its level of responsibility.
2. The postholder is required to comply with relevant legislation and policies and procedures of Humberside Fire Authority in the performance of his/her duties. Examples include acting in compliance with the provisions of equal opportunities, data protection and health and safety legislation, policies and procedures so far as they relate to the post and the postholder.

## **POSITION IN ORGANISATION**



## **JOB REQUIREMENTS:**

### **Knowledge and Skills**

- Qualified to BAFE. British Standard for servicing and testing portable fire-fighting equipment. BS 5306 Part 3, Part 8.
- Qualified to give instruction on the use of portable fire extinguisher equipment.
- Qualified in Highways code of practice. RASWA. 1991.
- Numeracy, literacy and communication skills of a level to enable the main tasks in key activities to be undertaken effectively
- Knowledge of Fire Service geographical area to undertake task activities of work required.
- Manual dexterity in order to maintain water supplies.
- Communication skills.
- Ability to read site plans for new development water schemes and use a scale ruler to measure for requirements based on risk in the area. In order to comply with the fire service act 2004, Part5.

### Creativity and Innovation

- Gathers evidence on illegal use of Fire hydrants and reports finds to the water authority. Attends court if required to give evidence.
- Informs clients of the types of fire extinguisher required for the risk and siting/location of portable fire-fighting equipment and conforms to BS 5306 part 8.
- Determining the appropriate response to queries with regards to maintenance of water supplies attends site and make decisions based on risk assessment for the requirements to cover the area.

### Decision Making

- Prioritising of emergency response to requests from clients or work demands.
- Decides whether to repair, replace or decommission water supply following a risk assessment of risk
- Provides advice to clients on the siting of portable fire-fighting equipment as per British Standard.
- Scheduling of own workload with the ability to mix between 2 skilled areas.
- Make decisions for location of Water Supplies.

### Contacts and Relationships

- Routine contact with Fire Service personnel on equipment maintenance issues
- Daily contact with client and client representatives
- Contact with external contractors for Fire hydrant supplies and Portable fire-fighting equipment.
- Contact with suppliers for the supply of spares and equipment
- Contact with Water Authority as requested with regards to testing, maintenance and major repairs.

### Responsibility for Resources

- Brigade vehicle, routine maintenance and general condition
- PPE used for undertaking tasks on a daily basis
- Small tools and equipment used for the purpose of water supply maintenance.
- Service vehicle stock to undertake work required.
- Responsible for laptop for recording daily work.
- Work mobile phone
- Alone working on service premises and securing premises before leaving.
- All employees share responsibility for data stewardship across Humberside Fire and Rescue Service. This includes managing data with integrity, accuracy, and confidentiality; ensuring adherence to relevant data governance policies; and contributing to the quality and security of information used in Service processes.
- Employees must use designated systems for data recording to maintain consistency, confidentiality, and data quality. As part of this duty, staff should take reasonable steps to ensure that data is accurate, complete, timely, and relevant to its intended purpose, including validating information, avoiding duplication, and reporting errors or inconsistencies. By supporting good data practices, employees help enable reliable decision-making and protect the value of Humberside Fire & Rescue Service's data assets.

### Work Environment

Work Demands – Established working routines but subject to changing demands and priorities to respond to unscheduled repair and maintenance

Physical Demands – Normal daily routine involves carrying, lifting, walking, and crouching whilst performing maintenance tasks. Changing of levels with equipment, Daily driving of vehicle.

Working Conditions – Split between internal and external work and when external may require working in difficult work and weather conditions

Work Context – Potential degree of risk when working on highways with hand tools and locating hydrants on grass verges. Regular exposure to hypodermic needles. Exposure to live stock when testing fire-fighting equipment. Working in areas with vulnerable people as an alone worker.

Signature

Designation

Date

**CONFIRMED BY:**

**RECEIVED BY:**

**PREPARED BY:**

**POSTHOLDER**

Note: The contents of this job description will be subject to regular review and amendment over time to ensure they continue to accurately describe the job requirements.