



Firefighter
Fire

FD/9
Salary Grade 17

JOB SUMMARY

This position is responsible for performing fire suppression, emergency rescue, and other emergency response duties.

MAJOR DUTIES

- Responds to emergency and non-emergency incidents and uses skills to evaluate and carry out actions to most efficiently control the emergency at hand.
- Performs emergency scene Incident Command System roles as assigned.
- Responds to natural and man-made disasters; participates in emergency response activities.
- Maintains proficiency by completing required training; maintains all required certifications.
- Inspects equipment to ensure that it is in proper working order; washes and cleans equipment on a regular basis; repairs and performs routine maintenance on equipment; ensures the proper functioning of all emergency medical equipment and vehicles.
- Maintains an adequate inventory of supplies aboard emergency vehicles; conducts regular inspections.
- Performs driver operator assignments of emergency apparatus.
- Completes required reports detailing fire and medical incident responses.
- Performs acting Fire Captain duties when assigned.
- Provides fire prevention information to the public; assists in teaching fire safety classes; provides tours of the fire station.
- Performs inspections and pre-incident planning for city businesses.
- Completes fire hydrant flow tests.
- Performs housekeeping, grounds keeping, and building maintenance duties.

- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of the operation of all apparatus and equipment and methods used in combating, extinguishing and preventing fires.
- Knowledge of firefighting standards, practices, strategies, tactics, and equipment.
- Knowledge of the Incident Command System.
- Knowledge of rules, regulations, and standard operating procedures of the fire department.
- Knowledge of equipment maintenance principles.
- Knowledge of hydrant locations, water systems and water mains.
- Knowledge of local, state, and national fire codes.
- Knowledge of hazardous materials and other technical rescue disciplines with specialization in one or more areas.
- Knowledge of EMS practices.
- Skill in the operation of firefighting, emergency response and personal protective equipment including SCBA.
- Skill in extrication techniques.
- Skill in working in crisis situations and dealing with people involved in emergency situations.
- Skill in the use of a computer.
- Skill in the use of radios and communication equipment.
- Skill in interpersonal relations.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The supervisor assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include department standard operating procedures, city ordinances and policies, national standards, and relevant codes and ordinances. These guidelines require judgment, selection, and interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied fire suppression and other emergency response duties. The variety of emergency situations encountered contributes to the complexity of the work.
- The purpose of this position is to protect lives and property through fire prevention and suppression activities and the provision of other emergency services. Successful performance helps ensure the safety of lives and property in the community.

CONTACTS

- Contacts are typically with co-workers, other city employees, representatives of other fire departments, vendors, local business owners, and the general public.
- Contacts are typically to give or exchange information, resolve problems, provide services, motivate persons, and educate the public.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting, standing, stooping, walking, bending or crouching. The employee frequently lifts heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizing the sense of smell.
- The work is typically performed in a variety of settings including offices, fire station bays, classrooms, public settings and at fire or other emergency scenes. The employee may be exposed to machinery with moving parts, irritating chemicals, extreme temperatures, hazardous situations, and inclement weather. The work requires the use of protective clothing and devices.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- Must meet the medical and physical criteria as specified in the department's Health and Fitness policy.

- Obtain and maintain certification as a National Registry Emergency Medical Technician (EMT-B), or meet the State of North Dakota EMT-B requirements within two years of employment.
- Sufficient experience to understand the basic principles relevant to the major duties of the position usually associated with having had a similar position for one to three years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of North Dakota (or state equivalent) for the type of vehicle or equipment operated.
- Must meet the department's minimum hiring qualifications.

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