

POSITION DESCRIPTION A		Employee's Name:	
Department:		Unit:	
Classification Title: Fire Fighter	Working Title: (if different)	Position Control Number:	
Prepared By:	Previous Incumbent:	Appraisal Period From: To:	
Employee's Signature: (this position description accurately reflects my current job)	Date:	Supervisor's Signature: (this position description reflects the employee's current job) Date:	

POSITION PURPOSE:

Fire fighters have the responsibility of protecting life and property from the hazards of fire. This protection is offered by applying fire suppression methods to control and stop property damage, by saving lives through rescue from fire or other hazardous environments, and through safety inspections; and public fire safety education to prevent fires. Fire fighters respond to emergency calls to provide efficient and immediate care to the critically ill and injured. Fire fighters assist in other types of emergencies and disasters that may occur in the community.

REPORTABILITY:

Reports to: Fire Lieutenant or Captain

Supervises: None

POSITION DESCRIPTION B

Fire Fighter

Employee's Name:

Resp. No.	Principal Responsibilities, Tasks and Performance Indicators	Priority	% of Time
1.	PRINCIPLE RESPONSIBILITIES: Responds to fire alarms and other emergency calls, extinguishes or controls fires as a member of a team under the supervision of an officer.	A	100
	TASKS:		
	A. Selects, drags, lifts and carries hose and nozzle depending on type of fire, and correctly applies a stream of water or chemicals onto fire.		
	B. Positions and climbs ladders to gain access to upper levels of buildings or to assist individuals from burning structures.		
	C. Creates openings in buildings for ventilation or entrance, using ax, chisel, crowbar, power saw, or other power equipment.		
	D. Protects property from water and smoke by use of positive pressure ventilation, waterproof salvage covers, smoke ejectors, and deodorants.		
	E. Administers first aid and CPR to injured persons and those overcome by fire and smoke.		
	F. Communicates with superior during fire, using portable two-way radio.		
	G. Wears appropriate protective clothing and equipment to include self-contained breathing apparatus (SCBA) depending on potential hazard exposure.		
2.	PRINCIPLE RESPONSIBILITIES: Conducts fire prevention inspections and pre-fire planning of commercial buildings as part of a team under the supervision of an officer.		
	TASKS:		
	A. Inspects buildings for fire hazards and compliance with fire prevention ordinances.		
	B. Issues inspection forms to building owners/occupants listing fire code violations to be corrected.		
	C. Participates in pre-fire planning of target hazards within the jurisdiction.		
3.	PRINCIPLE RESPONSIBILITIES: Maintains fire apparatus and equipment as part of a team under the supervision of an officer.		
	TASKS:		
	A. Performs assigned duties in maintaining apparatus, quarters, buildings, equipment, grounds and hydrants.		
	B. Conducts annual hose testing in accordance with NFPA Standard 1962.		
4.	PRINCIPLE RESPONSIBILITIES: Attends regular and assigned training sessions to maintain and upgrade firefighting skills.		
	TASKS:		
	A. Actively participates in drills, demonstrations and courses in hydraulics, pump operation and maintenance, and firefighting techniques.		

Comment [COMMENT1]: Directions: You must type in the responsibility number first, then tab over to **Priority, % of Time, Discretion** and fill those in and press enter at the end. Then, on a new line, Indent (F4 twice) and begin to type the body of the responsibility. Let the text extend out to the right margin and wrap naturally. This comment box will NOT affect the printing of the PD. DO NOT DELETE IT!

5. PRINCIPAL RESPONSIBILITIES:

Performs as driver/operator of fire apparatus under supervision of a fire officer.

TASKS:

- A. Drives and operates firefighting vehicles and equipment
- B. Maintains vehicle and equipment in safe operational condition according to manufacturer's instructions.

6. PRINCIPAL RESPONSIBILITIES:

Responds to emergency medical calls to provide efficient and immediate care to the critically ill and injured at the U.S. Dept. of Transportation First Responder Level under the supervision of a fire officer..

TASKS:

- A. When victims need extrication from entrapment, the fire fighter assesses the extent of injury and gives emergency care and protection to the entrapped patient and uses the prescribed techniques and appliances for removing the victim safely.
- B. Determines the nature and extent of illness and injury and establishes priority for required emergency care.

POSITION DESCRIPTION C Fire fighter	Employee's Name:
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NATURE AND SCOPE (relationships; knowledge, skills and abilities; problem solving and creativity; and freedom to act.)

RELATIONSHIPS: Must be able to work as a team member under stress caused by emergencies, danger, or criticism and must be able to work fast while concentrating very hard.

KNOWLEDGE, SKILLS AND ABILITIES: Mathematical Development (GED Level 2): Must be able to multiply, divide, use fractions and read graphs. Language Development (GED Level 3): Must be capable of reading fire protection textbooks, write reports with proper grammar and speak correctly in public. Knows English grammar and vocabulary of over 5,000 words; can understand and communicate using nontechnical written or spoken English. A high school diploma or the equivalent is desirable. A post secondary or technical college course in firefighting is desirable.

PROBLEM SOLVING: Reasoning Development (GED Level 4): Must be able to interpret instructions and use logic to solve concrete problems.

PHYSICAL REQUIREMENTS: **Vision:** normal vision needed with or without correction. Requires both near and far acuity. **Hearing:** Normal hearing needed. To do this work the fire fighter must discriminate among similar sounds in environments with a great deal of background noise. **Lifting Needed:** The fire fighter may be required to lift 100 pounds or more. **Walking and/or mobility Needed:** Must be able to walk or crawl while carrying or lifting. Must be able to ascend and descend stairs or ladders. Must be able to balance and ability to steady oneself and keep from falling. Must be capable of reaching (extend the hands or arms in any direction); handling (seizing, holding, grasping, turning, or otherwise working with the hands); fingering (picking, pinching, or otherwise working with the fingers); and feeling (perceiving attributes of objects such as size, shape, temperature, or texture by means of receptors in skin, particularly those of the fingertips. Must be capable of applying a leg lock with either leg upon a ground ladder to provide a safe anchor when operating hose lines or performing rescue work.

WORK ENVIRONMENT: The fire fighter works both inside where there may be protection from weather conditions and outside where there may be no effective protection from the weather. The fire fighter may work in extreme cold where the temperature is sufficiently low to cause marked bodily discomfort and variations in temperature, which accompany extreme cold and are sufficiently marked and abrupt to cause a marked bodily reaction. They also may be required to work in extremes of heat where temperatures are sufficiently high to cause marked bodily discomfort and variations in temperature, which accompany extreme heat and are sufficiently marked and abrupt to cause marked bodily reaction. The fire fighter will encounter wet conditions and high humidity where atmospheric conditions have moisture content sufficiently high to cause marked bodily discomfort. The fire fighter will frequently encounter noise and/or vibration exceeding 80 decibels, constant or intermittent, to cause marked distraction or possible hearing loss. The fire fighter will also encounter a variety of physical hazards such as proximity to moving mechanical parts, electrical shock, working on high places, exposure to burns and radiant energy, and exposure to explosives toxic chemicals and biological agents.