

JOB DESCRIPTION



JOB INFORMATION			
<i>Job Title:</i>	Firefighter	<i>Civil Service:</i>	Yes
<i>Department:</i>	Fire	<i>Bargaining Unit:</i>	Fire
<i>Reports to Position:</i>	Fire Chief	<i>Pay Grade:</i>	Fire Contract
<i>Location:</i>	Station 1 or 2	<i>Overtime Status:</i>	Paid Overtime
<i>Effect. Date:</i>	8/4/05	<i>FLSA Status:</i>	Non-Exempt

JOB SUMMARY

Provide a brief description as to the primary purpose of this job (no more than three to five sentences):

This is a full-time position within the municipal fire department. A firefighter trains for and participates in activities that protect life and property via skilled firefighting and rescue operations. National or State of Iowa certification as an EMT-B is required for hire and must be maintained throughout the employee’s career. Work often includes performing strenuous, hazardous tasks during emergency situations. In addition to fire fighting and rescue work; a firefighter maintains fire department property, equipment, apparatus, and quarters. Additional time is spent training and studying modern fire-fighting techniques. Direction and supervision is received from superior officers.

- ESSENTIAL JOB DUTIES/WORK PERFORMED**
- List essential job functions that comprise the job; describe in terms of actions (verbs) and desired outcomes in order of most important first:*
- Responds to fire alarms; drives fire apparatus and auxiliary equipment; lays and connects hose; holds nozzles and directs fog or water streams; raises and climbs ladders; uses fire extinguishers, bars, hooks, lines and other equipment.
 - Ventilates burning buildings by opening windows, cutting holes in roofs and floors, or by mechanical means. Performs salvage operations such as throwing salvage covers, sweeping water, and removing debris.
 - Removes persons from danger and administers first aid when necessary.
 - Attends training courses; reads and studies assigned materials related to firefighting and prevention.
 - Participates in fire drills and attends classes in firefighting and emergency medical care.
 - Performs general maintenance work in the upkeep of fire department property: cleans and washes floors and walls; repairs property and equipment; washes, hangs, and dries hoses; washes, cleans, polishes, and tests apparatus.
 - Assists senior officers in fire inspections; check fire escapes, building exits, and related structures for compliance with fire prevention ordinances.
 - May be required to perform lieutenant’s duties in the absence of lieutenant.
 - Performs related work as required.

- REQUIRED KNOWLEDGE AND SKILLS**
- List key dimensions (measurements for success) for this position:*
- Ability to learn a wide variety of firefighting duties and methods within a specified probationary period.
 - Knowledge of emergency medical procedures and skill in their application.
 - Knowledge of the district's geography, including the location of streets, major buildings and water supply sources.
 - Ability to establish and maintain effective working relationships with fellow employees and the general public.
 - Ability to understand and follow oral and written instructions.
 - Skill in operating motor vehicles.

- ESSENTIAL FUNCTIONS & PHYSICAL ABILITIES**
- List key relationships (to whom and the nature of the relationship) and leadership received and from whom associated with this position:*
- Ability to read, speak, write and understand English to effectively communicate with citizens and employees by

telephone, two-way radio, in written form or face-to-face.

- Ability to hear speech and other commands effectively to allow for the taking of directions from dispatchers and command officers and to avoid injury from accident.
- Possess full physical agility and bipedal mobility to effectuate rescue of individuals, movement of unconscious persons and carrying of heavy equipment and hose lines.
- Possess mental functions free of significant aberration, which are essential for rational decision making in firefighting operations, the application of emergency medical procedures or technical rescue activities.
- Shall not pose a direct threat to the health or safety of other individuals in the work place or citizens encountered during work.
- Ability to work long hours outdoors, occasionally under adverse weather conditions.
- Specific examples or essential functions are as follows:
 - Driving fire apparatus and other emergency vehicles;
 - dragging and carrying various lengths and sizes of fire hose;
 - directing streams of water through nozzles;
 - carrying, raising and climbing ladders; and carrying equipment up and down ladders;
 - using forcible entry tools such as saws, axes, bars, etc. to open holes in walls, roofs and floors;
 - wearing breathing apparatus while performing interior search and rescue operations, usually in heavy heat and smoke conditions;
 - tying a variety of fire service knots for raising and lowering equipment and/or rescue trapped or unconscious persons;
 - extending hose lines by making and/or breaking hose couplings;
 - carrying unconscious persons down ladders;
 - performing salvage operations such as throwing salvage covers, sweeping water and removing debris;
 - sending and receiving radio transmissions;
 - giving and receiving instructions;
 - administering first aid and CPR;
 - operating cardiac defibrillators;
 - cleaning and washing equipment, hose and fire vehicles;
 - repairing vehicles and equipment;
 - cleaning and washing floors and walls in fire stations;
 - shoveling snow from fire station's driveways and sidewalks;
 - working out to remain physically fit;
 - speaking to civic groups, students and assembled citizens;
 - attending conferences and training sessions;
 - using complex equipment in accordance with specifications;
 - remaining calm in difficult and dangerous situations;
 - Exercising judgment consistent with a person of sound mental health with an absence of organic or psychological dysfunction.

QUALIFICATIONS

List the minimum requirements to be considered for this position:

- High school diploma.
- Iowa or National EMT-B certification.
- Iowa or National EMT-I or EMT-P certification preferred.
- Iowa or National Fire Fighter I certification desirable.
- Must have valid Iowa driver's license.

WORKING CONDITIONS

List working conditions for this position:

- Firefighters work under extremely dangerous conditions
- Works in a physically and mentally stressful environment
- Shifts may vary including the need work some overtime upon demand of workload

REQUIRED BACKGROUND CHECKS

List working conditions for this position:

- Worker's Compensation Background check
- Sex Offender Registry
- Criminal Background Check
- Drug Screening
- Driving Record
- Pre-Employment Physical