

CITY OF UNION GAP POSITION DESCRIPTION

Title: Fire Fighter
Department: Fire
Revision Date: 02/14/2005
FLSA Status: Non-exempt
Civil Service Status: Yes

GENERAL PURPOSE:

Is an entry level position in the field of fire protection. Protects life and property by performing fire suppression, emergency medical aid, and fire prevention activities. Maintains fire equipment, apparatus, and facilities.

SUPERVISION RECEIVED:

Works under the direct supervision of a Company Officer.

SUPERVISION EXERCISED:

May assist to coordinate, instruct the work of on-call fire fighters, new recruits, or other part-time department personnel, as assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Performs fire suppression activities including driving fire apparatus, operating pumps and related equipment, laying hose, raising ladders, and performing fire combat , containment, salvage, and other suppression duties.

Performs emergency medical did including administering first aid, CPR, and other related tasks as required.

Participates in fire drills, attends classes in fire fighting, emergency medical aid, hazardous materials, and related subjects.

Operates radios and other communications equipment.

Participates in the inspection of buildings, hydrants, and other structures in fire prevention programs.

Maintains fire equipment, apparatus and facilities. Performs minor repairs and maintenance of department equipment.

Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around the fire station, makes minor repairs; washes, hangs, dries, fire hose; washes, cleans, polishes fire apparatus; maintains and tests apparatus and equipment.

Assists in developing plans for special assignments such as emergency preparedness, hazardous communications, training programs, fire fighting, hazardous materials, and emergency medical aid activities.

Presents programs to the community on safety, medical, and fire prevention topics.

PERIPHERAL DUTIES:

In the absence of the Secretary, receives the public, answers telephone and routes calls, takes complaints, and operates office equipment as necessary.

Assists in training recruits and firefighters as required.

Performs other duties as assigned by a superior officer.

DESIRED MINIMUM QUALIFICATIONS:

Entry Level:

Education and Experience:

- (A) High School diploma or GED equivalent;
- (B) Completion of a recognized fire recruit academy and obtained Firefighter 1 and Hazardous Materials Operations Certification within 12 months of hire.
- (C) Must possess a current State Emergency Medical Technician certificate obtain one within 12 months of hire.

Necessary Knowledge and Abilities:

- (A) Working knowledge of driver safety; working knowledge of emergency medical aid;
- (B) Ability to learn the operation of fire suppression and other emergency

equipment; Ability to apply standard fire fighting, emergency medical aid, hazardous materials, and fire prevention techniques; Ability to perform strenuous or peak physical effort during emergency operations, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold, or smoke; Ability to act effectively in emergency and stressful conditions.

- (C) Ability to follow verbal and written communications; Ability to communicate effectively orally and in writing.
- (D) Ability to establish effective working relationships with employees, other agencies, and the general public; Ability to meet the special requirements listed below.

SPECIAL REQUIREMENTS:

- (A) Must be 18 years of age or older at the time of employment;
- (B) Must have a valid Washington State Driver's License, or be able to obtain by time of hire without record of suspension or revocation in any State;
- (C) No felony convictions or disqualifying criminal histories within the past seven years;
- (D) U.S. citizen;
- (E) Must be able to read and write the English language;
- (F) Must be of good moral character;
- (G) Must possess a current Emergency Medical Technician certificate at time of appointment.

Lateral Entry:

Education and Experience:

- (A) High School diploma or GED equivalent;
- (B) Associate Degree in Fire Science desirable;
- (C) Completion of a recognized fire recruit academy and obtained Firefighter 1 and Hazardous Materials Operations Certification
- (D) A minimum of twenty-four (24) months full-time experience as a career fire fighter with an active municipal fire department or fire protection district.

Necessary Knowledge, Skills, and Abilities:

- (A) Must be able to meet all Entry Level minimum and special requirements;
- (B) Must possess a current State Emergency Medical Technician certificate at the time of employment;
- (C) Must be able to operate all tools and equipment listed.
- (D) Must have working knowledge of and be able to apply standard fire fighting and emergency medical aid techniques to specific situations.

TOOLS AND EQUIPMENT USED:

- (A) Fire apparatus, fire pumps, fire hose, ladders, and other standard fire fighting equipment;
- (B) Emergency medical equipment, Automatic Defibrillator, extrication and rescue equipment;
- (C) Mobile and portable radios, pager, and cellular telephones;
- (D) Telephone, personal computer, 10-key calculator, copy machine, fax machine.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 125 pounds. The employee may occasionally climb ladders up to fifty (50) feet in height, and operate fire hose streams up to 175 psi.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in office, vehicle, and outdoor settings, in all weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. The employee may work near moving mechanical parts and in high, precarious places and is be exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk or electrical shock, and vibration. The employee may occasionally work in or near confined areas with limited visibility.

The noise level in the work environment is usually moderate, except during certain fire fighting, emergency medical, or other emergency operations when the noise levels may be loud.

SELECTION GUIDELINES:

Entry Level: Formal application; written examination; physical agility test; oral examination; medical examination; drug screening; background check and verification; final selection.

NOTE: Appointee's will be subject to completion of a standard probationary period of one (1) year.

Lateral Entry: Formal application; review of education and experience, written examination (optional); oral interview; background check and verification; medical examination; drug screening; physical agility test; final selection. NOTE: Appointee's will be subject to completion of a standard probationary period of one (1) year.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the

City of Union Gap
Position Description
Fire Fighter

Page 6 of 6

employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.