

GRANT COUNTY FIRE DISTRICT NO. 8

POLICY

Effective Date: **6/5/2016**

Replaces:

Also See:

Approved by: Chief David Patterson

Last Reviewed Date: 6/5/2016

Last Reviewed by: Chief David Patterson

POL 4.1.9 - FIREFIGHTER JOB DESCRIPTION

POLICY: Firefighters with this District operate under general supervision, fight fires, and perform other related work in responding to alarms and emergency calls for the protection of life and property; perform specialized firefighting duties in connection with the operation of vehicles and equipment en route and at the scene of an incident.

SCOPE: This policy is applicable to a Firefighter of the District.

RESPONSIBILITY:

1. The Fire Chief shall ensure adherence to this policy.
2. The Firefighter will adhere to this policy.

Job Summary

The Firefighter serves the community by responding to a wide variety of situations, ranging from emergencies that immediately threaten life and/or property to routine citizen requests for information or assistance.

Responsibilities

To perform this job successfully, an individual must satisfactorily perform each of the essential duties and responsibilities listed below. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities of this job.

Supervision Received

1. The Firefighter shall work under the general supervision a Captain
2. The Firefighter shall report to the Incident Commander during emergency incidents
3. The Firefighter may be required to work without direct supervision

Supervision Exercised / Human Resources

1. Establishes and maintains effective working relationships with volunteers and paid staff
2. Serves as a member of various committees as assigned or as volunteered

Operations

1. Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment, and extinguishment tasks
 - a. A volunteer firefighter is not assigned shifts at a station, but is expected to respond from home or work (as appropriate for his/her work place) to emergency calls
2. Maintains response levels to meet and/or exceed minimums
3. Operates radio and other communications equipment
4. Maintains fire equipment, apparatus, and facilities in a "fire ready" condition
5. Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs, and dries hose; washes, cleans, polishes, maintains, and tests apparatus and equipment

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6. Assists in developing plans and implementing for special assignments including, but not limited to emergency preparedness, hazard communications, hazardous materials, training programs, and firefighting activities as directed
7. Presents programs to the community on safety and fire prevention topics as directed

Training

1. Attends fire training drills
2. Maintain training to meet or exceed minimums
3. Attends continuing education conferences/seminars as needed to maintain required knowledge

Public Relations

1. Shall continually work to promote the positive image of the District and be party to no act or omission that may detract from a positive public image
2. Shall meet and deal with the public in a courteous and professional manner
3. Represents the District in a variety of meetings and committees as directed
4. Attends periodic schools, conferences, workshops, and seminars as directed by the Training Officer to maintain a high degree of ability, knowledge, and understanding of fire service and emergency medical services methods, practices, developments, and attitudes

Voluntary Status

(Applies to volunteer members only)

1. Is a non-compensated position, but may be awarded reimbursement "points" in an effort to cover expenses in the course of volunteering for the District
2. Work performance is continually evaluated for general knowledge, skill proficiency, and ability to work as part of a team
3. Work performance deficiencies are corrected through remedial training
4. Perform community service activities

Job Qualifications

To perform this job successfully, an individual must meet the minimum qualifications listed below, which are representative of the knowledge, skill, and/or ability required to perform this job.

Education/Experience

- High School Diploma or a General Education Degree

Certificates/Licenses

- Washington State Driver's license

Other Job Related Requirements

- Must be a minimum of eighteen (18) years of age at time of hire/membership
- Must be able to read, write, and verbally communicate in the English language (bilingual helpful)
- Must complete a first aid/CPR course within six (6) months of hire/membership or have first aid/CPR card
- Must complete the Firefighter I course within one (1) year of hire/membership

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- Working knowledge and understanding of the National Incident Management System (NIMS) within six (6) months of hire/membership (NIMS 100.b, 200.b, 700.a, and 800.b)
- Certification of Emergency Vehicle Incident Prevention Program (EVIP) within one (1) year of hire/membership

Tools and Equipment Used

- Fire apparatus, fire pumps, ladders, hoses and other standard firefighting equipment
- Radios, pagers, personal computer, telephone, and cell phone

Physical Abilities

- *Frequently* stand, walk, use hands to operate tools and equipment, grasp controls, reach with hands, lift and move up to 50 pounds
- *Regularly* speak, hear
- *Occasionally* sit, climb, stoop/crouch, crawl, taste, or smell, lift and move up to 100 pounds
- Clearly see 20+ feet, with or without corrective lenses and differentiate between colors (no color blindness), have depth perception and peripheral vision
- Maintain District physical standards

Mental and Other Skills/Abilities

- *Adaptability*: ability to adapt to changes, delays, or unexpected events in the work environment; ability to manage competing demands and prioritize tasks; ability to change approach or method to best fit the situation; must be able to respond to EMS or fire calls during normal work hours and on-call hours; must be able to respond and work appropriately in stressful situations
- *Analytical Ability*: ability to maintain focus for extended periods of time; ability to complete research projects with resourcefulness and persistence; ability to synthesize complex or diverse information; ability to use intuition and experience to complement existing data
- *Dependability*: ability to follow instructions, both in written and verbal format; ability to respond to management direction; ability to complete tasks on time or notify the appropriate person with an alternate plan when necessary
- *Interpersonal Skills*: ability to maintain satisfactory relationships with others; provide excellent customer service; possess a good overall understanding of appropriate human relations; ability to treat others with courtesy and respect
- *Judgment*: ability to make prudent and timely decisions; ability to exhibit sound and accurate judgment; ability to explain reasoning for decisions
- *Language Ability*: ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations; ability to write reports, business correspondence, and procedure manuals; ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public

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- *Mathematical Ability*: ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals; ability to compute rate, ratio, and percent to draw and interpret bar graphs
- *Motor Coordination*: the ability to coordinate eyes, hands, fingers, and feet accurately and handle precise movements
- *Problem Solving Ability*: ability to identify and/or prevent problems before they occur; ability to formulate alternative solutions to problems when necessary; ability to transfer learning from past experiences to new experiences of similar nature
- *Quality Management*: ability to complete duties, on time and with absolute precision, at least 95% of the time; ability to edit the accuracy and thoroughness of one's work as well as the work of others; ability to constructively apply feedback to improve performance; ability to generate ideas to improve and promote quality in work
- *Reasoning Ability*: ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists; ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form

Workplace Environmental Conditions

- *General Work Environment*: work may be performed in various settings such as an office, vehicle, or outdoors
- *Noise Conditions*: exposed to constant or intermittent sounds at a quiet to loud level depending on the duties being performed
- *Heat*: subject to high temperatures due to either outdoor weather conditions, including humidity, or while responding to and working to suppress fires
- *Cold*: exposed to low temperatures due to outdoor weather conditions including rainy, wet conditions
- *Injury Exposure*: exposed to workplace hazards while responding to and working on emergency and fire calls
- *Atmospheric Exposures*: exposed to dusts, fumes, vapors, or mists, toxic or caustic chemicals; risk of electrical shock; vibration; may work in high, precarious places; may work near moving mechanical parts

NOTHING CONTAINED IN THIS JOB DESCRIPTION OR ANY OTHER WRITTEN POLICY OF THE DISTRICT IS INTENDED TO BE PART OF ANY EMPLOYMENT RELATIONSHIP OR CONTRACT. THIS JOB DESCRIPTION FOR THIS DISTRICT. ANY OTHER WRITTEN POLICIES OF THE DISTRICT ARE MERELY STATEMENTS OF DISTRICT POLICY AND DO NOT AMOUNT TO PROMISES OF SPECIFIC TREATMENT. FURTHERMORE, THE DISTRICT RESERVES THE RIGHT TO MODIFY THE AFOREMENTIONED JOB DESCRIPTION AND DISTRICT POLICIES AT ANY TIME.