

## Job Description

**Fire Fighter**

Effective Date: December 2001

Last Revised: September 2009

**A. POSITION PURPOSE**

The fire fighter delivers emergency services as directed and carries out routine activities that maintain the readiness and function of the District.

The Fire Fighter Probationary (FF P) position is the entry-level point where the member gains initial training and experience in a guided, progressive program with a high level of supervision.

The Fire Fighter I (FF I) position is the minimum fire fighter level that must be achieved and maintained. At this level, it is expected that the member will function as part of a crew and be able to carry out routine emergency and non-emergency functions, as defined by applicable protocols, with minimal supervision.

The Fire Fighter II (FF II) position is the intermediate fire fighter level that focuses on a higher level of technical competency. At this level, it is expected that the member will function as part of a crew and/or as a team leader and be able to carry more complex routine emergency and non-emergency functions, as defined by applicable protocols, with minimal supervision.

The Fire Fighter III (FFIII) position is the advanced fire fighter level that focuses on managing company level operations. At this level, it is expected that the member will be able to function as an engine company crew leader and be able to manage initial company operations from response to passing of command if required.

**B. CONTROL OVER WORK**

The Fire Fighter is responsible to and reports directly to his or her assigned company officer.

**C. RESPONSIBILITIES****Emergency Services Delivery/Operations**

- The Firefighter at all levels shall carry out duties per District protocols and practices with a particular emphasis on safety. This includes tasks such as the care of sick or injured, entering hazardous atmospheres to carry out

rescue, fire suppression, and/or hazard mitigation, salvage and overhaul, service calls, and other duties as assigned.

- FF P: After successful completion of initial training as defined below, and with approval of the Training Officer, responds to emergencies as a member of a crew and carries out functions as assigned or per applicable protocol.
- FF I: Responds to emergencies as a member of a crew and carries out functions as assigned or per applicable protocol.
- FF II, FF III: Function as a team leader when assigned and work with the team to accomplish assigned tasks.
- FF III: Function as an engine company leader on emergency and non-emergency responses.

### **Supervision**

- FF P: Has no supervisory responsibilities.
- FF I: In the absence of a company officer, may have supervisory authority over FF P personnel while operating at an incident. In most cases, this would involve assuming a coaching role to assist the FF P in accomplishing a task in a safe and efficient manner.
- FF II: In the absence of a company officer, may have supervisory authority over FF I personnel while operating at an incident. When assigned as a team leader or assuming the role as ranking team member, will provide guidance and direction as needed to accomplish necessary tasks. This would include filling the right hand seat role when responding in aid or rescue vehicle.
- FF III: In the absence of a company officer, may have supervisory authority over Fire Fighter II (FFII) personnel while operating at an incident. When assigned as a team leader or assuming the role as ranking team member, will provide guidance and direction as needed to accomplish necessary tasks. This would include filling the right hand seat role when responding.

### **Training**

- Attends drills and classes as assigned as well as carrying out individual study to attain and maintain required and/or desired competencies.
- Assist with drills or training as assigned (typically FF I and above).

**Planning**

- Has no defined responsibilities in this area but is encouraged to make suggestions to appropriate supervisors with the intent of improving the overall operation.

**Budget**

- Has no defined responsibilities in this area but is encouraged to make suggestions to appropriate supervisors with the intent of improving the overall operation.

**Administration**

- Use tact, courtesy, diplomacy, cooperation, and otherwise maintain decorum in dealing with individuals in own department, other departments, visitors, and the public.
- Complete records and documentation as required by assigned roles.

**General**

- Maintains, and does minor repairs on, apparatus, tools and equipment, grounds, and facilities.
- Participates in crew activities such as inspections, public education, and pre-fire surveys.
- Carries out other tasks, appropriate to training and experience level, as assigned.

**D. KNOWLEDGE, SKILLS AND ABILITIES**

- FF P: Need not have any previous fire service experience or knowledge.
- FF I: A basic level of knowledge and experience in the functions of a nozzle or hydrant person and in the delivery of emergency medical care and transport.
- FF II, FF III: An advanced level of knowledge and experience in the functions of a nozzle or hydrant person and in the delivery of emergency medical care and transport. An intermediate knowledge of team level strategy and tactics applicable to a variety of emergency scenarios

- All Levels: Complete records and documentation as required by assigned roles.
- All Levels: A working knowledge of the Incident Management System as it applies to typical task assignments.

#### **E. WORKING CONDITIONS**

- Work is usually performed during a 12 or 24 hour shift but may include response from home.
- Fire and emergency responses may require exposure to hazardous conditions such as intense heat, smoke, burning debris, and falling structures.
- Must be able to carry out strenuous activity while wearing protective clothing and self contained breathing apparatus. These might include crawling, climbing stairs, climbing ladders, repositioning charged hose lines, carrying heavy equipment, moving unconscious patients, and other activities consistent with current fire fighting practices. Successful annual completion of the District's Firefighter Physical Capability Test is required.

#### **F. SPECIFIC QUALIFICATIONS (TO BE MET AND MAINTAINED):**

##### **FF P:**

- Must have attained Emergency Medical Responder I prior to starting the District Fire Training Academy.

Must have successfully completed the District Fire Training Academy or equivalent.

##### **FF I:** Successfully complete the following:

- Fire Training Academy (career personnel must attain NFPA Fire Fighter I Certification)
- Complete District Rookie Book
- Current on District quarterly training

##### **FF II**

- Successfully complete the following preparation prior to testing:
  - Current on District quarterly training

- HazMat Operations Level Certification
- Competency preparation in manipulative skills and District operations at the team level
- 1.5 call years (120 documented calls) as a District member
- Successfully complete the FFII evaluation process prior to appointment:
  - Written test
  - Manipulative skills test

**FF III**

- Successfully complete the following preparation prior to testing except as noted:
  - Current on District quarterly training
  - District Driver/Operator Qualification
  - 32 hours IMS/Tactics (formal training)\*
  - Knowledge of District Operations at the company level
  - Two call years (160 documented calls) as a District FFI or above
- Successfully complete the FFIII evaluation process prior to appointment:
  - Written test
  - Tactics/IMS skills evaluation at the company level