


East Lake Tarpon Special Fire Control District

	<i>SOP 203 Job Description-<u>Driver Engineer</u></i>	
	Implementation Date: 11/2000	Revision Date(s): 05/27/2014
		Reviewed Date(s):
Forms or Attachments: None		

POSITION TITLE: Driver/Engineer

IMMEDIATE SUPERVISOR: Lieutenant

EMPLOYMENT HOURS: Hourly Shift Work (24/48)

ACHIEVEMENT METHOD: Appointment by Fire Chief

Nature of Position

An employee in this class of work is responsible for the operation and minor maintenance of various fire apparatus and auxiliary equipment on an assigned shift. Tasks are of more than average difficulty and include training of other personnel. The exercise of reasonable initiative and independent judgment is required in determining the safest, fastest route to take to an emergency and in determining proper positioning of the apparatus at the scene. Under general supervision, employee is responsible for assessing emergencies accurately, reaching valid conclusions, and recommending course of action. Employee must have a sound working knowledge of hydraulics in order to operate pump equipment in a manner which provides proper water pressure to nozzles. Work is performed on 24 hour shifts which include holidays and weekends, and under hazardous conditions such as natural disasters and civil disorders. It is important that employee react in an expeditious manner when time is essential.

Work is reviewed through observation, reports submitted and results obtained. A substantial portion of time is spent in the cleaning and maintenance of various equipment, apparatus and fire stations. Will be required to attend and participate in daily drills and classroom instruction. Perform related tasks as assigned. Orders and directions and given by superior officers.

Duties and Responsibilities

Discuss firefighting strategy with other personnel, review area maps and other pertinent information for pre-fire planning. Prepare or revise maps identifying travel routes, available water sources and other pertinent information. Participate in building surveys to obtain information about an assigned area, particularly high life hazards.

Conduct classes in firefighting techniques, fire hydraulics and related subjects. Study instructional material to prepare for teaching. Study training material to improve job knowledge and prepare for promotional exams. Respond to alarms following set procedures to verify addresses, check position of crew, turn on lights and sirens; select appropriate route to location, drive apparatus using necessary safety precautions and park apparatus at the best location to ensure availability.

In addition, a Driver/Engineer may serve as an acting Lieutenant after completing their initial Driver/Engineer probationary period, completion of the required acting Lieutenant training program, and obtaining a Florida State Fire Officer I certification. An employee may serve as an acting Lieutenant if the Department acting Lieutenant program was completed in the position of Firefighter.

Employee must maintain current levels of EMT or Paramedic certifications.

Essential Functions*:**

- Maintain professional, courteous, and respectful working environment with assigned personnel.
- Consistently displays a professional, courteous, and respectful image to the public.
- Consistently displays a professional appearance as described in District SOP.
- Ability to think clearly and use independent judgment in routine and non-routine situations which may occur, some involving hazardous and/or high stress situations.
- Respond to all incidents with company as required.
- Conduct daily inspection of assigned apparatus and equipment.
- Maintenance and repair of small equipment and items including, but not limited to, small tools, replacement of broken or worn equipment parts, and replacement of light bulbs.
- Perform scene activities such as, but not limited to creating a safe work area, supplying fire streams, performing water supply functions, and operating equipment/components of the apparatus in a safe and quality way.
- Perform work activities in a safe and careful manner, with a high level of safety awareness.

- Demonstrate thorough knowledge of response routes within assigned station area, the district, and the county.
- Attend company drills and recertification classes in the station and throughout the district and county as required. In addition, may assist with company instruction if required.
- Participate in job related classes, specialized training, and committee work.
- Attend work on a continuous and regular basis.
- Drive and operate all District equipment and apparatus.
- Prepare and provide written and/or oral reports during and after emergency incidents, broken/lost equipment forms, accident forms, and injury forms.
- Ability to think clearly and use independent judgment in routine and non-routine situations which may occur, some involving hazardous and/or high stress situations.
- Maintain confidential information and records in a consistent manner.
- Demonstrate a thorough knowledge of District Policies and Procedures.
- Perform other job-related duties that are consistent with assigned responsibilities.
- Establish goals and objectives that are consistent with District goals and objectives
- Complete assigned tasks associated with apparatus and equipment.
- Keeps Lieutenant fully informed on all matters pertaining to the apparatus and equipment as well as any needs, requirements, and/or deficiencies.
- Keeps members of the company informed on all matters pertaining to the apparatus and equipment as well as any needs, requirements, and/or deficiencies.
- Complete necessary apparatus readiness sheets, deficiency records, or other reports as they pertain to assigned duties.
- Conduct emergency and non-emergency operations as assigned.
- Participates in public education as required.
- May present reports, both written and oral, to superior officers and crew.
- Understand and follow District Policies and Procedures.
- Possess a working knowledge of the Local 1158 Union Contract.
- Possess a working knowledge of the Pinellas County 600 Series.
- Adhere to local and state rules governing Basic Life Support (BLS) for EMT's, and Advanced Life Support (ALS) for Paramedics.

- Proficient in patient care using BLS procedures and equipment for EMT's, and ALS procedures and equipment for Paramedics as defined in Pinellas County MOM.
- May assume the duties of a Lieutenant in an acting capacity.
- Performs other related duties as assigned.

***This section of the job description is not intended to be a comprehensive list of duties and responsibilities for the position. The omission of a specific job function does not absolve an employee from being required to perform additional tasks incidental to or inherent in the job.

Minimum Required Qualifications

- a. As to Knowledge, skills, abilities and other attributes:**
 - Ability to develop and maintain effective working relationships with superiors and coworkers.
 - Ability to communicate verbally, effectively, accurately, and appropriately.
 - Ability to effectively communicate through writing in a clear and organized manner.
 - Annually meet National Fire Protection Association 1582 Medical Evaluation Standard, and attain a Fitness Classification score of 39 as established in the District's Physical Fitness Assessment.
 - Possess and maintain a valid Florida Driver's license.
- b. As to schooling, training, and experience:**
 - Graduation from high school or possession of an acceptable equivalency diploma.
 - State of Florida certification as a firefighter.
 - State of Florida certification as an EMT or Paramedic (Paramedic preferred).
 - Two years of experience as Firefighter with East Lake Tarpon Special Fire Control District
 - Successful completion of the 40 hour Apparatus Operations course, provided by one of the certified training centers through the Florida State Fire College.
 - Possession of a current 16 hour EVOC class.

Additional Desired Qualifications

- Considerable knowledge of firefighting equipment and its uses.
- Considerable knowledge of firefighting and search and rescue techniques.
- Considerable knowledge of firefighting terminology.
- Considerable knowledge of the characteristics of fire.
- Ability to perform work requiring considerable physical exertion under hazardous conditions.

- Ability to anticipate possible hazards and recommend a work plan.
- Florida Apparatus and Pump Operator Certification
- Florida State Fire Officer I Certification.
- State of Florida Fire Inspector Certification.
- State of Florida Fire Instructor Certification.

Environmental Conditions

A considerable amount of time is spent working inside Station facilities. Outside work may be performed in emergency conditions which often involve extreme danger and exertion under stressful and hazardous conditions such as flames, smoke, hazardous materials, cramped conditions, charged or oxygen deficient atmospheres, downed power lines, in and among moving vehicles in varying and inclement weather.

Note: Reasonable considerations will be made to accommodate for qualified individuals with a disability.