

Poplar Springs Fire Department
JOB DESCRIPTION (Revised: 09/20/2022)

Position: **Firefighter** *(Volunteer or Non-Exempt Position)*

Reports to: PSFD **Shift Captain**

Essential Functions and Typical Tasks:

1. Performs fire suppression and rescue activities under the guidance of a supervisor;
2. Performs daily apparatus, equipment and/or station maintenance as directed;
3. Assists with fueling vehicles;
4. Performs other related duties as required.

The Firefighter's work is performed under the direction of a senior officer, with entrusted authority to supervise all aforementioned programs. The Firefighter's work is reviewed through results achieved and through conferences, meetings and discussions with the Shift Captain and/or the Assistant Fire Chief.

Tools and Equipment Used:

Personal computer, software, and office equipment; Fire apparatus and equipment; Self-contained breathing apparatus and other personal protective gear; Rescue equipment; Automatic external defibrillator; Medical supplies; multi-gas meter; Communications equipment; Fire hydrants and testing equipment; Vehicle power wench; Emergency generator; Hydraulic jacks; Mechanical tools; Air compressor; Air cascade system and fill station; and Lawn equipment; and other related equipment.

Qualifications and Requirements:

1. Volunteer - 18 years old, and paid employee - 18 years old at time of application;
2. High school diploma, GED equivalent, or higher accreditation;
3. Successful completion of a criminal history background check;
4. Valid SC Class D driver's license;
5. For the volunteer position, no formal fire training is required. A volunteer wishing to drive must meet the DRIVER QUALIFICATION as listed in the PSFD Standard Operating Guidelines.

6. The knowledge and skills for the full-time, non-exempt Firefighter position include the following:

Basic Firefighter:

- a. Skill in operating previously listed equipment; and
- b. Ability to establish and maintain effective working relationships with other employees, supervisors, and the general public; and
- c. Possess a current American Heart Association CPR/AED and First Aid certification.
- d. Certification as Fire Fighter II as provided by the SC Fire Academy or equivalent.

Firefighter/EMT:

- a. Shall meet all aforementioned Basic Firefighter requirements; and
- b. Shall possess a current National Registry EMT B certification.

Firefighter/Engineer:

- a. Shall meet all aforementioned Basic Firefighter requirements; and
- b. Shall provide Certificates showing successful completion of: Emergency Vehicle Driver Training, Pump Operations I, Pump Operations II, and Basic Aerial Operation as provided by the SC Fire Academy or equivalent; and
- b. current CDL, class A or B with tanker endorsement.

Firefighter/EMT/Engineer:

- a. Shall meet all above listed requirements.

The aforementioned knowledge and skills, unless specifically waived by the Department Chief or Assistant Chief, are required for advancement.

Physical Requirements and Work Environment:

1. This position is an office and field position requiring the ability to sit, talk and hear, stand, walk, use hands and fingers, handle and/or operate objects, tools or controls, and reach with hands and arms;
2. The employee must frequently lift and/or move objects up to 20 pounds and occasionally up to 100 pounds;
3. Vision requirements include preparing and analyzing written and computer data, operating motor vehicles and/or equipment, and observing general surroundings and activities. Specific vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
4. While at emergency scenes, the employee may be required to stoop, kneel, crouch and/or crawl. The employee will work indoors and outdoors, often performed in emergency and stressful situations, near extreme heat or cold temperatures, near moving mechanical parts, or in high, precarious places. The employee may be exposed to wet or humid conditions, fumes, airborne particles, toxic or caustic chemicals, and vibration. There may be a risk of electrical shock or exposure to infectious diseases and blood-borne pathogens. The noise levels will vary from moderate in office settings to very loud in the field.

The physical demands and work environment described are representative. Reasonable accommodations may be made to allow individuals with disabilities to perform the essential functions. These duties are samples of work that may be performed. Failure to specifically list a duty does not exclude it 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 employer and the employee and is subject to change with future needs. 11/14/06