

**THE NORTHVIEW/KODAK FIRE DEPARTMENT
POSITION DESCRIPTION**

TITLE: FIREFIGHTER

GENERAL DESCRIPTION

The essential function of the position within the organization is to provide protective services and treat injured persons. The position is responsible for responding to fires or other emergency situations, extinguishing fires, rescuing and providing emergency medical services to persons, daily cleaning of facilities, daily training, general building and truck maintenance, performing salvage operations and related follow-up. The position works under general supervision according to some procedures; decides how and when to complete tasks.

PRIMARY DUTIES: *This list represents the essential tasks performed by the position. Employees may be assigned additional duties by management as required.*

Responds to fire or other emergencies; accesses situation and rescues persons from danger.

Identifies persons requiring immediate care, provides lifesaving procedures, and transfers victims for emergency care.

Fights fires or takes actions to mitigate other situations such as natural disasters, hazardous spills, or other dangerous situations.

Performs salvage operations including sweeping water, removing debris, and placing smoke ejectors.

Makes inspections of apparatus and equipment and notifies supervisor of defects; performs cleaning and maintenance tasks in and around assigned station.

Assists with fire prevention inspections and planning for fire and other emergency operations.

Performs routine tasks, such as record keeping, supplies maintenance, faxing, phoning, and copying.

Attends continuing education or in-service instruction in firefighting methods, equipment operation, rescue procedures, hazardous materials mitigation, medical services and related subjects; attends benefits and charity events as required.

Performs physical exercise to maintain fitness standard by department regulations.

DATA RESPONSIBILITY: *Data refers to information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization, and mental creation. Data are intangible and include numbers, words, symbols, ideas, concepts, and oral verbalizations.*

Collects, classifies, and formats data or information.

PEOPLE RESPONSIBILITY: *People refers to individuals who have contact with or are influenced by the position.*

Persuades or influences others in favor of a service, course of action, or point of view.

INVOLVEMENT WITH THINGS: *Things refers to inanimate objects such as substances, materials, machines, tools, equipment, work aids, or products. A thing is tangible and has shape, form, and other physical characteristics.*

Handles machines, tools, equipment, or work aids involving moderate latitude for judgment regarding attainment of standard or in selecting appropriate items. Climbs ladders, wears SCBA.

ASSETS RESPONSIBILITY: *Assets responsibility refers to the responsibility for achieving economies or preventing loss within the organization.*

Requires some responsibility for achieving minor economies and/or preventing minor losses through the handling of or accounting for materials, supplies, and equipment.

MATHEMATICAL REQUIREMENTS: *Mathematics deals with quantities, magnitudes, and forms and their relationships and attributes by the use of numbers and symbols.*

Uses addition, subtraction, multiplication, and division; may compute ratios, rates, and percents. Requires understanding of hydraulic principles and practices as applied to the fire service.

COMMUNICATIONS REQUIREMENTS: *Communications involves the ability to read, write, and speak.*

Reads technical instructions, charts, and/or procedures manuals; composes routine reports and completes job forms; speaks compound sentences using standard grammar; communicates clearly and concisely over public safety and radio equipment, speaks to groups and performs station tours.

COMPLEXITY OF WORK: *Complexity of work addresses the analysis, initiative, ingenuity, creativity, and concentration required by the position and the presence of any unusual pressures.*

Performs skilled work involving rules/systems with almost constant problem solving; requires normal attention with short periods of concentration for accurate results and occasional exposure to unusual pressure.

IMPACT OF DECISIONS: *Impact of decisions refers to consequences such as damage to property, loss of data or property, exposure of the organization to legal liability, or injury or death to individuals.*

Makes decisions with moderately serious impact - affects work unit and may affect other units or citizens.

EDUCATION AND EXPERIENCE REQUIREMENTS

EDUCATION REQUIREMENTS: *Education requirements refers to job specific training and education required for entry into the position.*

Requires high school diploma or GED, and one year of college or vocational school education in fire science, emergency medical services, or a closely related field.

LICENSES, CERTIFICATIONS, AND REGISTRATIONS REQUIRED: *Licenses, certifications, and registrations refers to professional, state, or federal licenses, certifications, or registrations required to enter the position.*

Valid; High school diploma or GED, State of Tennessee Driver's License, CPR Certification and Basic Firefighting Training Certification (Including a live burn certification). Emergency Medical Responder or EMT certification is not required but it is a preference.

Special skills or equipment certifications required within 2 years of hire; Tennessee Fire and Codes Enforcement Academy; Vehicle Extrication, Intro to Pump Operation, and Rapid Intervention Team Operations. Tennessee Commission on Firefighting; Firefighter I Certification and Hazardous Materials Operations.

EXPERIENCE REQUIREMENTS: *Experience refers to the amount of work experience that is required for entry into the position that would result in reasonable expectation that the person can perform the tasks required by the position.*

Requires completion of necessary training and basic employee probation period.

AMERICANS WITH DISABILITIES REQUIREMENTS

PHYSICAL DEMANDS: *Physical demands refers to the requirements for physical exertion and coordination of limb and body movement.*

Requires heavy work involving more than 100 pounds of force on a regular and reoccurring basis, more than 168 pounds in a rescue situation and exceptional dexterity and skill in operating machinery, tools, and specialized equipment.

SAFETY OF OTHERS: *Safety of others refers to the responsibility for other people's safety, either inherent in the job or to assure the safety of the general public.*

Requires responsibility for the safety and health of others and for occasional enforcement of the laws and standards of public health and safety.

UNAVOIDABLE HAZARDS: *Unavoidable hazards refers to unusual conditions in the work environment that may cause illness or injury.*

The position is exposed to extreme heat/cold, wet or humid conditions, bright/dim lights, dust or pollen, intense noise levels, vibration, fumes or noxious odors, moving mechanical parts, electrical shock, heights, violence, disease/pathogens, traffic, animals/wildlife, explosives, blood and other bodily fluids, body parts and toxic or caustic chemicals.

SENSORY (ADA) REQUIREMENTS: *Sensory requirements refers to hearing, sight, touch, taste, and smell necessary to perform the tasks required by the position efficiently.*

The position requires normal visual acuity and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

AMERICANS WITH DISABILITIES ACT COMPLIANCE

The Northview/Kodak Fire Department is an Equal Opportunity Employer. ADA requires the Department to provide adequate accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

Term of Position

This is a contract term position that is in effect until December 31, 2020, with yearly renewals until at least December 31, 2025. It is possible that the term could be shorter in length, but there will be an advanced notice of one year prior to contract termination.