



Firefighter/EMT - Basic Fire

FD/5

JOB SUMMARY

This position is responsible for responding to emergency scenes to perform fire suppression, emergency medical, rescue, and hazardous materials mitigation duties.

MAJOR DUTIES

- Responds to emergency and non-emergency calls for service.
- Participates in the department's fire prevention operations.
- Operates firefighting and mechanical equipment; lays out lines; operates pump to provide correct suppressant flows.
- Responds to emergencies and calls for assistance.
- Responds to and takes appropriate actions at hazardous materials incidents.
- Ventilates burning buildings by opening windows and skylights or by cutting holes in roofs and floors.
- Provides medical assistance to victims of fires and other incidents.
- Adheres to city and department rules, regulations, policies and procedures.
- Inspects equipment and apparatus to ensure proper functioning.
- Inspects and checks conditions of fire hydrants and water supply sources; maintains, services, cleans, tests and performs minor repairs to fire apparatus, pumps, generators, and emergency medical equipment.
- Participates in the cleaning and maintenance of quarters and station facilities.
- Processes and submits timely and accurate reports.
- Performs other duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of fire department operational policies and procedures.
- Knowledge of current and accepted firefighting practices.
- Knowledge of Georgia Firefighter Standards and Training Council compliance standards.
- Knowledge of emergency medical response procedures.
- Knowledge of departmental and city policies and procedures and related federal, state, and local guidelines.
- Knowledge of city streets and geography.
- Knowledge of computers and job related software programs.
- Skill in operating emergency vehicles and equipment.
- Skill in the analysis of problems and the development and implementation of solutions.
- Skill in the preparation of clear and precise administrative reports.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Lieutenant assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include department standard operating procedures, city ordinances, emergency medical procedures, NFPA recommended standards, and local, state and federal laws. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related emergency medical, fire suppression and fire prevention duties. The variety of tasks to be performed contributes to the complexity of the position.
- The purpose of this position is to participate in the work of a fire company in the response to emergency and non-emergency calls for service. Success in this position contributes to safety of life and property.

CONTACTS

- Contacts are typically with co-workers, other city employees, representatives of other fire departments, law enforcement personnel, medical providers, and members of the general public.
- Contacts are typically to provide services, to give or exchange information, to resolve problems, or to motivate or influence persons.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, bending, crouching or walking. The employee frequently lifts heavy objects and uses tools or equipment requiring a high degree of dexterity.
- The work is typically performed in an office and at emergency and fire scenes. Work requires the use of protective devices such as masks, goggles, gloves, etc.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- No experience requirements.
- Possession of or ability to readily obtain a valid state issued driver's license for the type of vehicle or equipment operated.
- Ability to meet current requirements set forth by the National Fire Protection Association and the Georgia Firefighter Standards and Training Act.
- Possession of or ability to readily obtain appropriate state certification as an EMT - Basic.