

## **CITY OF HOLTVILLE**

### **Class Specification**

**JOB TITLE:** Firefighter

**DEPARTMENT:** Fire

#### **POSITION SUMMARY:**

Under general supervision, perform fire prevention, fire suppression, hazardous material incident response and emergency rescue and medical assistance duties to protect life and property; performs related responsibilities as required.

#### **REPORTING RELATIONSHIPS:**

These positions receive functional supervision, formal training, and technical direction as needed concerning equipment operation and work methods from an on-duty fire officer. Employees are expected to follow established work assignments and respond to other emergencies or directives during the shift.

#### **EXAMPLES OF RESPONSIBILITIES:**

1. Responds to structural, automotive or wildland fires, rescue operations, and hazardous materials calls and alarms by performing search and rescue, forcibly entering buildings and operating fire equipment.
2. Assists in all operations necessary to ensure the confinement and extinguishment of fires or the elimination of other hazardous conditions, including driving fire apparatus and operating pumps or controls as needed.
3. Raises, lowers, and climbs ladders; uses ropes for scaling and repelling; uses hand and power tools for ventilation and forcible entry; uses confined space rescue equipment to extricate victims; opens up walls, structures, and vehicles; extinguishes fires and engages in salvage operations.
4. Responds to emergency medical treatment calls and alarms and provides first aid and emergency medical treatment as needed or as qualified.
5. Participates in fire safety and physical fitness conditioning programs, training programs and coordinated response drills.
6. Assists with fire prevention and fire safety and hazardous material inspections and routine fire investigations.

7. Inspects, cleans, tests and performs preventive maintenance work on fire apparatus, hoses, tools, medical and firefighting gear and equipment and maintains all assigned apparatus and equipment in a state of readiness to respond to emergency calls.
8. Cleans and maintains station grounds, landscaped areas and facilities.
9. Restocks medical supplies.
10. Makes public presentations concerning fire safety, emergency preparedness and emergency medical procedures; conducts station tours.
11. Completes incident reports and maintenance records.
12. Trains and explains departmental procedures and fire safety practices to Emergency Medical Technician I's.
13. Participates on Regional strike teams and completes other special assignments.
14. Acts as Fire Engineer as assigned, if qualified.
15. Be available for call-back status during emergencies.
16. Participate in physical fitness activities and evaluations.
17. Maintain all required certifications and licenses.

The preceding activities have been provided as examples of the types of work performed by positions assigned to this job classification. The City reserves the right to add, modify, change or rescind work assignments as needed.

## QUALIFICATIONS GUIDELINES

### Education/Experience/Training:

**REQUIRED:** Education, training and course work equivalent to high school graduation. Possession of a valid Class B (Firefighter) driver's license, Emergency Medical Technician I and Hazardous Materials First Responder Operations certification required for internal promotions. At least one (1) or more years of experience in fire fighting and/or paramedic work is required for internal promotions.

### Knowledge:

Firefighting procedures, techniques, and emergency medical methods; operation and maintenance of apparatus and equipment; location of streets and water hydrants; hazardous materials risks, storage requirements, mitigation procedures, and operations.

### Skills:

Proper operation and use of fire apparatus, safety equipment, and power and hand tools.

### Ability to:

Read and understand departmental policies, rules, regulations, instructions; fire inspection, prevention, ventilation and suppression procedures; understand and follow oral or written instructions; apply standard firefighting, emergency first aid, rescue operations and fire prevention techniques; climb ladders and work at considerable heights above ground level; meet strength, stamina and endurance standards for strenuous and hazardous tasks in emergency situations or during departmental training and qualification programs; operate emergency equipment; learn to operate a computer terminal to access, enter and update fire records and reports; work cooperatively and communicate effectively with co-workers, fire management, other fire agency personnel, students and the general public; act effectively in emergency and stressful situations; apply proper medical treatment and make proper fire safety decisions in life-threatening or hazardous conditions.

### Special Requirements:

Possession of a valid Class C or Class 3 California driver's license and an acceptable driving record prior to employment. Maintaining Class B (firefighter) licensure, Emergency Medical Technician I certification, and Hazardous Materials First Responder Operations certification is a condition for continued employment. Requires no prior felony convictions. Ability to perform firefighting activities in extreme heat and smoke and under extremely hazardous conditions. Must be available to respond to major fires or emergencies on 24 hour stand-by basis or work extended hours beyond the normal work shift as required. Must be a United States citizen and be at least 18 years of age at the time of employment.

Entry Firefighter: Obtain State Certification for Firefighter I and Hazardous Materials First Responder Operations within one (1) year of employment and possess Emergency Medical Technician I certification at time of employment; ability to obtain a valid California Firefighter Apparatus Endorsement driver's license within six (6) months of employment.

Lateral Entry Firefighters: Possess and maintain valid California Firefighter Apparatus Endorsement driver's license, state Certification for Firefighter I, Emergency Medical Technician I, and Hazardous Materials First Responder Operations certification at time of employment. One (1) year of previous employment as a full-time Firefighter or three (2) years as a part-time firefighter (volunteer, reserve, paid-call, etc) or any combination thereof.

Paid-Call Firefighter: Obtain State Certification for Firefighter I, Emergency Medical Technician I certification, California Firefighter Apparatus Endorsement driver's license, and Hazardous Materials First Responder Operations certification within one (1) year of employment.