

CODE: 3550
GRADE: 13

THOMAS COUNTY, GEORGIA
JOB DESCRIPTION

JOB TITLE: FIREFIGHTER
FIRE DEPARTMENT

GENERAL STATEMENT OF JOB

Under general supervision, performs specialized emergency work for the Fire Department. Work involves preserving life and protecting property in the community through training, rapid response, and knowledge of the job; having the knowledge of the area of service, proper steps to investigate a situation and medical training to properly help patients. Employee must exercise tact, courtesy and firmness in contact with the public. Employee is subject to the usual hazards of emergency response work. Reports to the Fire Chief.

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

Provides medical assistance and fire suppression.

Maintains public awareness.

Ensures that fire equipment is operated properly.

Maintains medical supply in the station.

Mitigates hazardous scenes properly.

Maintains personal protective equipment.

Tests hoses and fire related pumps.

Performs and reviews pre-fire planning.

Tests water hydrants.

Prepares and maintains required paperwork.

Attends training sessions.

Responds to emergency situations.

Receives and/or reviews various records and reports including faxed memos, and various other records, reports, memos, correspondence, etc.

FIREFIGHTER

Prepares and/or processes various records and reports including incident reports, time sheets, daily log, hydrant check-off, pre-fire plans, vehicle check-off, and various other records, reports, correspondence, etc.

Refers to maps of roads and zones, protocols, Emergency Response Guidebook, policy and procedure manuals, codes / laws / regulations, publications and reference texts, etc.

Operates emergency vehicles and a variety of office and specialized equipment such as computers, calculators, telephone, pulse oximeter, blood pressure cuff, self-contained breathing apparatus, etc.

Uses ladder, extrication tools, chain saw, protective gear, fire extinguishers, etc.

Utilizes medical and clerical supplies and computer software such as Microsoft Word, Microsoft Publisher, Firehouse 5.0, etc.

Interacts and communicates with various groups and individuals including immediate supervisor, E-911 Emergency Dispatchers, other stations, Emergency Medical Service, co-workers, volunteer firefighters, and the general public.

ADDITIONAL JOB FUNCTIONS

Performs other related work as required.

MINIMUM TRAINING AND EXPERIENCE

Vocational/technical diploma in fire science, fire safety or a related field and nine to twelve months of experience in fire fighting and emergency response; or any equivalent combination of training and experience which provides the required skills, knowledge and abilities.

SPECIAL REQUIREMENTS

Must have successfully completed required emergency courses and certification such as Nationally Registered First Responder, Nationally Registered Firefighter, etc.; may be required to possess additional certification(s) as deemed necessary by the County. Must possess a valid Georgia driver's license.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of machinery and equipment including various fire fighting and emergency response equipment, audio-visual equipment, and common office equipment, etc. Must be able to exert up to 25 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a amount of force to move objects. Must be physically able to stoop, kneel, bend, crouch, crawl and climb. Light work usually requires walking or standing to a significant degree. The job is rated as Light to Moderate Work.

FIREFIGHTER

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural or compositional characteristics (whether similar or divergent from obvious standards) of data, people or things.

Interpersonal Communication: Requires the ability of speaking and/or signaling people to convey or exchange information. Includes giving instructions, assignments or directions to subordinates or assistants, and receiving instructions, assignments or directions from superiors.

Language Ability: Requires the ability to read a variety of reports, correspondence, forms, permits, etc. Requires the ability to prepare correspondence, reports, forms, permits, etc., using prescribed formats. Requires the ability to speak before groups of people with poise, voice control and confidence.

Intelligence: Requires the ability to apply principles of rational systems to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists; to interpret a variety of instructions furnished in written, oral, diagrammatic, or schedule form.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages including emergency response codes, and fire, medical terminology.

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide; utilize decimals and percentages.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor Coordination: Requires the ability to coordinate hands and eyes rapidly and accurately in using office equipment and fire fighting equipment.

Manual Dexterity: Requires the ability to handle a variety of items such as fire fighting equipment and office equipment. Must have levels of eye/hand/foot coordination.

Color Discrimination and Visual Acuity: Requires the ability to differentiate colors and shades of color; requires the visual acuity to determine depth perception, night vision, peripheral vision, inspection for small parts; preparing and analyzing written or computer data, etc.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing work under some stress and when confronted with emergency situations.

Physical Communication: Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.) Must be able to communicate via a telephone or two-way radio.

DISCLAIMER: This job description is not an employment agreement or contract. Management has the exclusive right to alter this job description at any time without notice.