

CITY OF HARRAH

OCCUPATIONAL TITLE: Firefighter Entry Level **OCCUPATIONAL CODE:** 2311

DEPARTMENT/DIVISION: Fire Department

GENERAL DEFINITION:

This is an entry level firefighting position work in combating, extinguishing, and preventing fires; assist inspecting structures and providing fire prevention information and advice; and, in helping the City's Fire Department respond effectively to natural disasters and man-made emergency situations. This work involves training for, and participating in the protection of life and property by firefighting and rescue activities, under close supervision.

The primary responsibility of employees in this class is the protection of life and property through learned procedures and responses. The work involves performing firefighting and emergency service duties. Employees in this class perform hazardous tasks under emergency conditions. These duties may require strenuous exertion under such handicaps as smoke, fire, heat, cramped surroundings, and adverse weather conditions. A significant portion of work hours are devoted to drilling and studying methods, evolutions, techniques, and organization related to fire suppression. This work is usually performed in accordance with explicit instructions and well-defined procedures. Competent performance requires initiative and a thorough understanding of firefighting and fire prevention principles and methods.

Although firefighters typically follow trained team patterns of response to emergency situations, each individual must be capable of reacting immediately and appropriately under conditions of extreme urgency. Assignments are received from and regulated by a Senior Fire officer, both when fighting fires, handling emergency calls, or at the station.

ESSENTIAL FUNCTIONS AND DUTIES:

(The items listed below are not intended to be a complete listing of all essential functions and duties of this position.)

- Perform firefighting duties such as combating, extinguishing and preventing fires, and answering emergency calls with an engine, ladder, or miscellaneous vehicles;
- Lay and connect hoses, direct water onto burning structures, raise and climb ladders;
- Use other firefighting techniques such as ventilating burning buildings (chopping holes in floors or roofs);
- Perform salvage operations;
- Inspect assigned district to assure knowledge of access, target hazards, etc.;
- Train for and participate in the protection of life and property by firefighting and rescue activities;
- Conform to the safety requirements of the department;

ESSENTIAL FUNCTIONS AND DUTIES: (Continued)

- Participate in fire drills and attend training classes in firefighting, first aid, and related subjects;
- Handle routine custodial maintenance of the Fire department equipment (such as oxygen breathing equipment, resuscitation equipment, etc.), apparatus and quarters;
- Respond to alarms of fire or other emergency as a member of a company;
- Suit up with SCBA tanks and protective fire gear before entering a hazardous atmosphere;
- Good working knowledge of and drive/operate various vehicles;
- May operate auxiliary equipment;
- Hold nozzles and direct fog, chemical, and water streams at blaze;
- Use chemical extinguisher, hand tools, lines, and related equipment;
- Help extricate victims from vehicle wrecks;
- Assist in making residential, commercial, and industrial inspections to discover and eliminate potential fire hazards and to enforce the City's fire codes;
- Help in the implementation of the department's fire safety education program with the local schools and business owners;
- Participate in hydrant, hose, and equipment testing inspection and maintenance;
- Assist in maintaining the cleanliness of stations;
- Maintain an awareness of proper safety procedures and guidelines, and apply these in performing daily activities and tasks;
- Do any and all other functions that may be required by the Incident Commander, Senior Fire Officer or Fire Chief.

MINIMUM QUALIFICATIONS:

- Knowledge equivalent of a high school diploma and such training and/or experience as would provide the applicant with the below referenced knowledge, skills, and abilities;
- Must be at least 18 years old, but not greater than 45 years of age when entering the Oklahoma Fire Fighter Pension System as a new member.
- Possess a valid Oklahoma Drivers license, and be insurable.
- Must be able to obtain Firefighter I certificate within the 1st year of employment and nationally registered EMT certificate within the 1st 2 years of employment; if Firefighter I certificate already has been obtain prior to employment, then nationally registered EMT certificate must be obtained with the 1st year of employment;
- Ability to operate two-way and mobile radios, in field situations;
- Learn firefighting skills, first aid, apparatus and equipment maintenance, etc.;
- Pass a state required physical examination;
- Knowledge of City geography, and water supplies;
- Ability to exercise good judgment in stressful situations;
- Ability to deal effectively with public and co-workers, using tact and diplomacy;
- Ability to make decisions that could affect the well being of the public, department, fellow employees, as well as others;
- Knowledge of fire causes and nature of combustion;

MINIMUM QUALIFICATIONS: (Continued)

- Knowledge of fire hazards and of fire suppression devices and equipment;
- Knowledge of fire safety and prevention education materials, methods, and techniques;
- Considerable ability to learn a variety of duties, evolution and methods, including the operation of emergency apparatus;
- Ability to climb ladders and to work at considerable heights;
- Ability to function effectively as a member of a trained emergency team following trained patterns of emergency team response;
- Knowledge of target hazards and preplans;
- Knowledge of office equipment such as adding machines, computers, and copiers;
- Ability to learn and use various software programs used by the department;

WORKING CONDITIONS/PHYSICAL REQUIREMENTS:

- Operate both as a member of a team and independently at incidents of uncertain duration;
- Spend extensive time outside exposed to the elements;
- Tolerate extreme fluctuations in temperature while performing duties. Must perform physically demanding work in hot (up to 400°F), humid (up to 100%) atmospheres while wearing equipment that significantly impairs body cooling mechanisms;
- Experience frequent transition from hot to cold and from humid to dry atmospheres;
- Work in wet, icy, or muddy areas;
- Perform a variety of tasks on slippery, hazardous surfaces, such as roof tops or from ladders;
- Work in areas where sustaining traumatic or thermal injuries is possible;
- Work in hazardous areas where exposures are possible through inhalation, absorption and/or ingestion or by direct skin contact.
- Wear personal protective equipment while performing these tasks; taking all safety precautions to reduce the threat of exposure;
- Perform physically demanding work while wearing positive pressure breathing equipment that weights approximately 100 pounds, with 1.5 inches of water column resistance to exhalation at a flow of 40 liters per minute;
- Perform complex tasks during life-threatening emergencies;
- Work for long periods of time, requiring sustained physical activity and intense concentration;
- Face life or death decisions during emergency conditions;
- Exposed to grotesque sights and smells associated with major trauma and burn victims;
- Make rapid transitions from rest to near maximal exertion without warm-up periods;
- Operate in environments of high noise, poor visibility, limited mobility, at heights, and in enclosed or confined spaces;
- Use manual and power tools in the performance of duties;
- Rely on speech, as well as senses of sight, hearing, smell, and touch to help determine the nature of the emergency, maintain personal safety, and make critical decisions in a confused, chaotic, and potentially life-threatening environment throughout the duration of the operation;

WORKING CONDITIONS/PHYSICAL REQUIREMENTS: (Continued)

- Lift varying weights and carry said weights, without stopping, for various distances;
- Must pass a state required physical agility test by meeting certain minimum physical standards;
- Must be willing to periodically perform standby and callback duties and be available for call outs during off duty hours;
- Employees who must perform standby and callback duties are required to have made arrangements to arrive at work no later than thirty (30) minutes from the time called back.

SUPERVISION:

The Firefighter Entry Level performs under the supervision of the Fire Chief.

EEO Class: Protective Service Workers (PS/9224)

FLSA Status: non-exempt

Grade: H2-3 to H2-7

This job description should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in these specifications. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA).

I understand and agree that my employment is at will only and for no term of definite duration. I also understand and agree that either the City of Harrah or I may terminate my employment relationship at any time.

Employee

Date

The City of Harrah, Oklahoma, is an Equal Opportunity Employer.