

## JOB DESCRIPTION



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|-----------------------------|--------------------|
| <b>TITLE:</b>               | Firefighter        |
| <b>REPORTS TO:</b>          | Lieutenant/Captain |
| <b>DIVISION:</b>            | Emergency Services |
| <b>FLSA CLASSIFICATION:</b> | Non-Exempt         |

### **GENERAL POSITION SUMMARY**

The purpose of this position is to perform firefighting, emergency medical, and rescue work in emergency situations in a manner consistent with organizational values. This position responds to service calls; provides fire suppression operations and basic life support care under standard protocols and statutes; and maintains apparatus, vehicles, equipment, and fire stations. Employees are assigned to a field station and perform a wide variety of firefighting, emergency medical, and rescue techniques under direct and limited supervision.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** (The following statements are illustrative of the duties and responsibilities of the position and do not list every duty that may be required of the employee for this position. The district retains the right to change the duties and responsibilities of the position at any time without notice.)

Responds to fire, emergency medical, and other emergency services calls as needed. Controls and extinguishes fires by selection of appropriate diameter hoses and nozzles, advancing these appliances to the seat of the blaze, and directing extinguishing agents thereto.

Removes people from dangerous or hazardous situations through an approved means, administering basic life support functions, and performing key fire suppression responsibilities.

While wearing a personal protective ensemble (PPE), including SCBA, performs aggressive search and rescue operations in heated and smoke-filled environments, usually with minimal to no visibility.

Utilizes various forms of firefighting equipment in fire suppression and/or rescue operations. Examples include the use of halyards on extension ladders to reach windows, balconies, and roofs of fire structures and heavy hydraulic actuated tools and hand tools in vehicle extrication.

Removes victims of hazardous environments from structures, sometimes requiring climbing and use of ladders.

Reduces fire loss by the removal of personal property and by overhaul and complete extinguishment of all flaming materials.

Locates, stabilizes, rescues and removes injured and trapped occupants from water, confined spaces, or high angle spaces with the aid of power and hand tools, ropes, or other appliances.

Performs fire hazard inspections and pre-incident surveys of residential, commercial and industrial structures. Further assists with public education efforts as needed to include giving station tours, car seat checkpoints and representing the District in meetings with the public.

Provides emergency medical care including, but not limited to, all aspects of pre-hospital basic life support.

Rescues trapped civilians or fellow firefighters by breaching wood or masonry through the use of sledgehammers, fire axes or other appropriate methods. In certain situations, crawls through reduced diameter openings and works within confined spaces to complete emergency searches or to free victims or other firefighters from a spreading fire.

May perform water or swift water rescues.

Drags or carries victims (or other firefighters) within a hazardous atmosphere to safety in the most efficient and expedient manner.

Searches concealed spaces in ceilings and walls by penetrating, both with pike poles and other tools. Performs salvage and clean-up operations during emergency and non-emergency situations.

Maintains logs of activities and completes reports of emergency responses, equipment used, and other fire and medical records.

Cleans, performs basic repairs, and maintains equipment and apparatus in the field and at an assigned station. Performs and assists with maintenance of fire station and surrounding grounds.

Attends continuing training to maintain certifications, to learn new techniques and protocols, and to become proficient in new equipment, tools, and apparatus.

Studies fire prevention, fire protection, firefighting, emergency medical and rescue techniques, and other subjects that may be required or deemed necessary.

Maintains a current level of knowledge at all times related to the provision of basic emergency medical care.

Learns how to operate and drive apparatus in routine and emergency situations and how to properly care for equipment, tools, and vehicles.

Communicates with the established command structure via two-way radio, voice, hand signals, or other verbal or visual cues.

Performs physical training exercise as to maintain physical fitness and readiness.

Due to the nature of emergency services, it is imperative that all essential personnel be available via phone or pager during off duty hours in order for SMFR to adequately and consistently staff its various facilities and functions for not only routine work situations, but also for emergency occurrences.

Performs other firefighting and appropriate duties as assigned.

## **MINIMUM QUALIFICATIONS**

**EDUCATION, EXPERIENCE, LICENSES & CERTIFICATIONS** *(An equivalent combination of education, training, and experience that demonstrates the ability to perform the duties of the position is qualifying, as approved by the Fire Chief.)*

**Entry Level Firefighter Recruit:**

- Must be 18 years of age and have a high school diploma or General Equivalency Diploma (GED)
- Must have proof of completed Heptivac series or show proof of being on schedule with the shot series
- Possess and maintain a valid Colorado driver's license with an acceptable driving record in accordance with the SMFR's driving records policy
- Must be able to successfully complete a comprehensive pre-employment background check, criminal history review, physical, fitness/wellness assessment, medical evaluations, drug screen, and psychological evaluation in accordance with the SMFR policy
- Must obtain Colorado Certification of Firefighter I during Academy
- Must obtain CDFS Driver Operator Certification
- Must obtain Colorado State Hazardous Materials (HAZMAT) Operations Certificate

**Firefighter IV (Probationary Firefighter):**

- Must meet all entry-level requirements
- Must have graduated successfully from the Department's Academy
- Must maintain Colorado State EMT certification or higher (Paramedic)
- Must maintain AHA Basic Life Support Health Care Provider, Firefighter I, Driver Operator, and HAZMAT Operations Certifications
- Must obtain Firefighter II Certification
- Meet the continuing education requirements of the Colorado Department of Public Health and Education (CDPH&E), physician advisor, and the District
- Successfully completed the SMFR annual Physical requirements
- ICS-100 & FEMA IS-700

**Firefighters that are EMT certified, must also obtain:**

- EMT-Basic Intravenous Therapy Certification (Mandatory if hired after December 1, 2016)

**Firefighter III:**

- Must meet all entry-level requirements
- Must meet all requirements of a SMFR Firefighter IV
- Must maintain Colorado State EMT certification or higher (Paramedic), AHA Basic Life Support Health Care Provider, Firefighter I, Firefighter II, Driver Operator, and HAZMAT Operations Certifications. If on Hazardous Materials Team, must maintain Hazardous Materials Technician Certification
- Successfully complete the Professional Skills Manual and quarterly testing
- Satisfactory performance as a Firefighter IV at SMFR
- Meet the continuing education requirements of the CDPH&E, physician advisor, and the District
- Successfully completed the SMFR annual Physical requirements
- Completed one full year of service from date of hire into Firefighter Academy

**Firefighter II:**

- Must meet all entry-level requirements
- Must meet all requirements of a SMFR Firefighter III and IV

Must maintain Colorado State EMT certification or higher (Paramedic), AHA Basic Life Support Health Care Provider, Firefighter I, Firefighter II, Driver Operator, and HAZMAT Operations Certifications. If on Hazardous Materials Team, must maintain Hazardous Materials Technician Certification  
Completed one year as a SMFR Firefighter III  
Satisfactory performance as a Firefighter III at SMFR  
Meet the continuing education requirements of the CDPH&E, physician advisor, and the District  
Successfully completed the SMFR annual Physical requirements

### **Firefighter I:**

Must meet all entry-level requirements  
Must meet all requirements of a SMFR Firefighter II, III and IV  
Must maintain Colorado State EMT certification or higher (Paramedic), AHA Basic Life Support Health Care Provider, Firefighter I, Firefighter II, Driver Operator, and HAZMAT Operations Certifications. If on Hazardous Materials Team, must maintain Hazardous Materials Technician Certification  
Completed one year as a SMFR Firefighter II  
Satisfactory performance as a Firefighter II at SMFR  
Meet the continuing education requirements of the CDPH&E, physician advisor, and the District  
Successfully completed the SMFR annual Physical requirements

**Lateral Firefighter:** A Lateral Firefighter is provided credit for prior career firefighter experience outside of SMFR and will be placed at a Firefighter II upon successful completion of probation.

Must have a minimum of 3 years of paid, full-time experience as a firefighter (within the last 12 months) with a career fire service agency (state, county, municipal or special district) whose primary responsibility is fire protection and emergency medical service (academy training does not count towards the three-year experience requirement).

Must have completed a career fire academy consisting of at least 600 training hours.

Must have successful job performance and no prior disciplinary action within the prior three-years of experience.

Possession of the following certifications:

Current State of Colorado or National Registry Emergency Medical Technician (EMT) certification.

AHA Basic Life Support Health Care Provider.

Firefighter I and Firefighter II (Must meet ProBoard/IFSAC Accreditation).

Hazardous Materials (HAZMAT) Operations (Must meet ProBoard/IFSAC Accreditation).

Possession of valid driver's license with an acceptable driving record in accordance with SMFR's driving records policy. State of Colorado license required by hire date.

### **NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of firefighter and rescue techniques and strategies including pump operation and driver's safety techniques

Knowledge of Public Education practices, the Uniform Fire Code including fire hazard prevention and sprinkler operation and testing

Knowledge of current trends in fire and EMS

Knowledge of the SMFR mission, policies, and procedures

Knowledge of fire protection systems and their connection locations, Knox box locations, equipment and supply locations on the apparatus, and other required emergency response information

Basic knowledge of hydraulics and mechanisms, and basic knowledge of the SMFR geography

Ability to perform strenuous or peak physical activities during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold, or smoke

Ability to establish working relationships with employees, other agencies, and the general public

Ability to utilize basic office equipment including calculator, fax machine, copy machine, and personal computer with knowledge of Microsoft Office, Excel, and Outlook.

Skills in the operation of fire apparatus and equipment

Skills in the operation of EMT apparatus and related equipment

Skill in fire, Hazardous Materials and EMS practice

Skill in rescue and extrication procedures.

Skill in filling out forms for documentation

Skill in performing physically strenuous activities in high stress environments

Skill in communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction

### **SUPERVISION RECEIVED:**

Works under the general supervision of the Station Lieutenant/Captain.

### **SUPERVISION EXERCISED:**

This is a non-supervisory position.

### **PHYSICAL DEMANDS**

Maintains an appropriate level of personal fitness to pass the SMFR annual physical testing requirements.

While performing the duties of this job, the employee is regularly required to perform climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, talking, hearing, seeing and repetitive motions.

Must possess basic swimming skills and be water safe due to potential for assignment to ice, water, and/or swift water rescue incidents. Very Heavy Work: Exerting up to 150 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

Specific vision abilities required by this job include close and distance vision acuity and the ability to adjust his or her focus, allowing a broad field of vision.

Visual and fine/gross motor skills enabling the safe operation of a vehicle during normal, as well as during hazardous weather situations.

### **WORK ENVIRONMENT AND GENERAL INFORMATION:**

While performing the duties of this job, the employee regularly works in outside weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. Incumbent is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents, and oils.

The employee occasionally works near moving, mechanical parts, in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration. It is reasonably anticipated that the individual will be exposed to blood-borne pathogens and other infectious materials in the course of their duties.

The noise level in the work environment is usually moderate, except during certain firefighting or EMT activities when noise levels may be loud.

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