

JOB TITLE: Firefighter

JOB FAMILY: Fire

JOB NO: FR006114

FLSA: Non-Exempt

SAFETY SENSITIVE: No

GENERAL SUMMARY

To perform a wide variety of technical tasks in support of fire suppression, rescue, hazardous materials, emergency medical and prevention functions.

SUPERVISION

Supervision is provided by either a Fire Lieutenant, Fire Captain and in some cases a Chief Officer.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. All behaviors comply with the Code of Conduct and Rules of Behavior outlined in chapter 8 of the General Government Policies and Procedures Manual as well as the Code of Conduct outlined in the Mesquite Fire Department Rules and Regulations.
2. Adheres to assigned work schedule as outlined in city and department attendance policies and procedures.
3. Respond to emergency incidents, per standard operating procedures, in a safe and timely manner during duty hours.
4. Participate in firefighting duties as assigned including but not limited to: stretching hose lines, operating nozzles, fire extinguishers, fire pumps, ground ladders, small tools as well as performing ventilation, salvage and overhaul operations.
5. Provide basic and advanced life support to patients per certification level following established policies, protocols and guidelines as authorized by the medical director and the Mesquite Fire Department.
6. Participate in rescue operations as assigned including but not limited to: locating and removal of occupants from unsafe structures and vehicles, operation of hydraulic extrication equipment, air bags, specialty saws, rescue ropes, harnesses, stabilization devices, patient hoisting and handling devices.
7. Participate per certification level and assignment in the remediation of hazardous material incidents including explosive devices.
8. Safely drive, operate and maintain fire department ambulances per standard operating procedures: order and stock pharmaceuticals and EMS supplies as well as perform scheduled testing and maintenance on EMS equipment per department procedures and certification level.
9. Maintain fire department vehicles and equipment as directed including but not limited to: refueling vehicles, refilling vehicle water tanks, recharging SCBA tanks, washing department vehicles and hand tools, drying and reloading fire hose.
10. Maintain facilities and perform housekeeping duties as directed including but not limited to: sweeping and mopping of floors, cleaning fire station kitchen, bunkroom and restroom facilities, lawn maintenance and performing minor station repairs as needed and assigned.
11. Assist in fire prevention duties as assigned including: pre-fire planning activities, commercial and public building fire inspections, public education programs, water system flow tests and hydrant maintenance.
12. Participate in drills, training sessions and post-incident critiques as assigned.

13. Participate in physical fitness training per department policy.
14. Documentation of all assigned EMS incidents per department policies and procedures.
15. Document required equipment and vehicle inspections per department policies and procedures.

OTHER DUTIES AND RESPONSIBILITIES

1. Use departmental computer equipment to input, review and access records, information and other various data.
2. May drive fire apparatus or operate fire apparatus on emergency calls or at incident scene in absence of Driver/Engineer.
3. Give tours of assigned fire station, demonstrate fire equipment and apparatus and participate in other educational programs for various groups and general public.
4. Oversee the work of Fire Department personnel, as necessary, during medical emergencies for patient care; conduct triage operations.
5. Will periodically conduct emergency medical services training for department staff and members of other emergency services as assigned.
6. Depending on assignment, may participate in investigations of origin and cause of fires; participate in criminal investigations for arson or other related crimes; coordinate with other departments, judicial, legal and law enforcement agencies, laboratory personnel, and other relevant entities; interview suspects, witnesses and other parties associated with investigations; prepare cases; present findings and testify before grand juries or other judicial forums.
7. Acquire and maintain specialized training/certification as required.
8. Perform other duties as assigned.

MINIMUM JOB REQUIREMENTS

Minimum requirements are those required by the Texas Local Government Code, City Civil Service Regulations, City of Mesquite Policy and Procedures, and/or Mesquite Fire Department Rules and Regulations.

EDUCATION

High School Diploma or GED supplemented by successful completion of 60 hours of general coursework at an accredited college or university or 30 hours of general coursework at an accredited college or university with two (2) years of active military service with an honorable discharge.

EXPERIENCE

None required. Incumbents must qualify for appointment and successfully complete basic certification as a firefighter by the Texas Commission on Fire Protection as well as certification as an Emergency Medical Technician Paramedic by the Texas Department of State Health Services.

LICENSES AND CERTIFICATES

Possession of a valid Texas driver's license as required by the Texas Department of Public Safety and/or the Mesquite Fire Department.

Possession of or ability to obtain a Firefighter Basic certification by the Texas Commission on Fire Protection.

Possession of or ability to obtain certification as an Emergency Medical Technician from the Texas Department of State Health Services.

Possession of or ability to obtain certification as a Emergency Medical Technician Paramedic by the Texas Department of State Health Services as assigned.

Possession of or ability to obtain certification in Cardiopulmonary Resuscitation from the American Heart Association.

Ability to obtain certifications as required by the Mesquite Fire Department medical director.

Possession of or ability to obtain certification/licensing as an Arson Investigator and Peace Officer, as assigned.

Possession of or ability to obtain a Hazardous Materials Technician certification, as assigned

COMPETENCIES

An employee's performance will be evaluated based on seven competencies.

1) Job Skills/Knowledge/Ability; 2) Initiative; 3) Teamwork; 4) Customer Service; 5) Interpersonal Skills/Diversity; 6) Physical Fitness; 7) Attendance/Punctuality/Dependability.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

Policies and procedures of the City of Mesquite and the Fire Department.

Principles, practices, methods and techniques of modern fire suppression, life safety and emergency medical activities.

Safe work practices and procedures

Operation, maintenance and uses of modern firefighting apparatus and equipment.

Mounting and dismounting procedures for riding fire apparatus, hazards and ways to avoid hazards associated with riding apparatus, and prohibited practices

Conditions that require respiratory protection, uses and limitations of self-contained breathing apparatus (SCBA), components of an SCBA, donning procedures, breathing techniques, indications for and emergency procedures used with SCBA and physical requirements of the SCBA wearer

Types of department personal protective clothing, equipment and the means for usage.

Various building construction techniques and the consequence of each type on fire suppression and prevention activities.

Purpose of property conservation and methods used to protect property.

Proper fire hydrant operation.

Fire Department's role at vehicle accidents.

Procedures for safely conducting hose service testing; indicators that dictate any hose be removed from service; recording procedures for hose test results

Types of cleaning methods for various tools and equipment.

Approved procedures and policies for hazardous or toxic materials storage, transport and clean-up.

Characteristics of pressurized flammable gases and containers and flammable liquids and non-pressurized containers.

Methods used to assess cause and origin of fires; types of evidence; means to protect evidence.

Components of a built-in fire suppression and detection system.

Modern office procedures, methods and equipment including computers and related software and equipment.

Cardiopulmonary resuscitation, Emergency Medical Technology and First Aid procedures.

Medical terminology.

Methods, techniques and equipment used in providing Emergency Medical Services.

The geography of the city and surrounding area.

National Incident Management System (NIMS).

Pertinent federal, state and local laws, codes and regulations.

International Fire Code.

Specialized communications equipment.

English usage, spelling, grammar and punctuation.

Principles and procedures of record keeping.

Business letter writing and report preparation.

Skill in:

Using fire suppression techniques and other related emergency respondent procedures.

Using specialized emergency medical equipment appropriately per certification level.

Assembling and preparing data for report presentations.

Ability to:

Correctly don and doff personal protective clothing and equipment.

Respond to a reported emergency aboard fire department apparatus in a timely manner.

Use self-contained breathing apparatus (SCBA) during emergency operations.

Control breathing while using SCBA, replace SCBA cylinders, use SCBA to exit through restricted passages, initiate and complete emergency procedures in the event of SCBA failure or air depletion and complete donning procedures.

Properly select, deploy and operate various fire attack hose lines and water application devices.

Hand lay a water supply line.

Prepare a firefighting foam concentrate supply for use; approach and retreat from spills as part of a coordinated team.

Properly select and safely operate portable fire extinguishers.

Transport and operate hand power tools and force entry through doors, windows and walls using appropriate methods and tools, as needed.

Identify and retrieve various types of rescue tools and assist rescue teams as a member of the team, when assigned.

Properly carry, raise and use various types of fire department ground ladders.

Stop the flow of water from an automatic fire sprinkler system using proper techniques and equipment.

Establish and operate in work areas at emergency scenes.

Work under stress and use good judgment in emergency situations.

Function within an assigned role in an incident management system.

Operate as a team member in vision-obscured conditions.

Identify automobile fuel types; assess and control fuel leaks.

Perform direct patient care in compliance with certification level and established medical protocols.

Operate complex diagnostic medical equipment per certification level, established protocols and procedures.

Operate patient transport stretcher and stair chair using proper techniques.

Communicate effectively with hospital emergency staff and private physicians concerning patient treatment and disposition.

Tactfully respond to requests and inquiries from the general public.

Oversee and assist in resolving a variety of situations characterized by conflict or danger.

Operate fire department radios and other specialized emergency communications equipment.

Prepare and safely operate department vehicles, apparatus and other emergency equipment.

Prepare clear and concise reports.

Develop presentations and use prepared materials for public education purposes.

Establish and maintain cooperative working relationships with those contacted in the course of work including City and other government officials, community groups and the general public.

Interpret and apply federal, state and local policies, procedures, laws and regulations.

Work irregular hours including weekends, holidays and extended hours in emergency, disaster or other situations influenced by workload or staffing difficulties.

Communicate clearly and concisely, both orally and in writing.

Pass a medical examination and all other examinations and tests required for employment.

PHYSICAL REQUIREMENTS/ WORK ENVIRONMENT

Maintain effective audio-visual discrimination and perception needed for:

- *making observations*
- *reading and writing*
- *operating assigned equipment*
- *assessing the situation at an incident scene*
- *communicating with others*

Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:

- *participating in fire suppression activities*
- *running, walking, crouching or crawling during emergency operations*
- *moving equipment and injured/deceased persons*
- *climbing stairs/ladders*
- *walking, standing or sitting for extended periods of time*
- *performing life-saving and rescue procedures*
- *operating assigned equipment*
- *wearing assigned protective clothing and equipment*

Effectively deal with personal danger which may include exposure to:

- *hazardous chemicals and materials*
- *fumes and smoke*
- *intense heat*
- *electrical hazards*
- *confined or high work places*
- *dangerous animals*
- *extremely loud noises*
- *hazards of emergency driving*
- *hazards associated with traffic control and working in and near traffic*
- *natural and man-made disasters*

DISCLAIMERS

The job description is:

- 1) Is intended to describe the general nature and level of work being performed by employees assigned to this job title. It is not intended to be construed as an exhaustive list of all responsibilities, duties, skills and behaviors of employees in this job.
- 2) Not an employment agreement or contract. The City of Mesquite has the exclusive right to alter this job description at any time without notice.
- 3) Intended to describe the essential functions of the position that a qualified individual must be able to perform, either with or without reasonable accommodation.

The City of Mesquite is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of Mesquite will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Director of Human Resources

Date

Fire Chief

Date

DATE ISSUED: February 1993

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