



JOB DESCRIPTION

FULL-TIME FIREFIGHTER

Department: Fire

Location: 417 Main St., Huron, OH 44839

Union Eligibility: IAFF

Division: Fire

Classification: Classified Non-Exempt

SUMMARY: Person in this position performs a variety of general public safety work including response to fire and medical emergencies, inspections, and reporting activities in accordance with the Fire Code and the Ohio Revised Code.

SUPERVISION RECEIVED: Person in this position will receive general supervision from the Chief of the department, the Captain, and the Lieutenant.

SUPERVISION EXERCISED: May exercise some supervision of students, junior firefighters and/or paid-on-call firefighters in the absence of a more senior member, fire officer or Fire Chief.

A firefighter may be designated as the OIC (Officer-in-Charge) until a senior firefighter, fire officer or Fire Chief relieves them of that duty or re-assigns them during an emergency incident or daily assignments.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Responds to emergencies when called or assigned and takes all action necessary to preserve life and property.

Operates a variety of fire and rescue apparatus and equipment. Responsible for maintenance and repair of equipment.

Responsible for station maintenance, including, housekeeping, repair, and inventory and storage of materials and supplies. Maintains complete and concise records of repair and maintenance. Makes recommendations for necessary materials, supplies, and equipment.

May assist with the inspection of various buildings and reports unsafe conditions in accordance with the Fire Code and Ohio Revised code.

Responsible for attending and completing training activities, including assisting with the daily coordination of those activities, such as medical, fire, and emergency training. Responsible for maintaining current level of certification.

Maintains contract with various organizations, community groups, schools and the general public for the purpose of public awareness education, and/or training. Responsible for station maintenance and public service assignment.

DESIRED MINIMUM QUALIFICATIONS:

Education and Experience:

- A. High School graduate, or GED equivalent, with successful completion of all required state and local fire fighting, rescue, and emergency medical courses, including 256 hours of the professional firefighting course plus 2-year paramedic and firefighter level 2, and be able to maintain throughout employment. Bachelor's Degree or Associate's Degree in Fire Science preferred; and,
- B. Specific experience not a requirement, however, special requirements listed below must be met.

Necessary Knowledge, Skills, and Abilities:

- A. Considerable knowledge and experience at the level of firefighter with a good working knowledge of equipment, methods, and theories.
- B. Ability to operate listed tools and equipment.
- C. Ability to create and maintain effective working relations with co-workers, supervisors, and the general public.
- D. Ability to communicate in a clear and concise manner, both verbally and written.
- E. Ability to maintain composure when involved with emergency situations.
- F. Ability to exercise independent judgment when making decisions designating duties and responsibilities.
- G. Basic knowledge and understanding of floor plans, construction plans, and/or blueprints.
- H. Ability to meet departmental physical standards, including yearly physical requirements.
- I. Ability to meet special requirements:
 - a. Certification as Paramedic
 - b. Ability to maintain current certification.
 - c. Certification as a State Fire Safety Inspector
 - d. Certification as HAZMAT Level 1 (Operations) plus maintenance of certification every two years.

TOOLS AND EQUIPMENT USED: Knowledge of operation and use of various medical and emergency equipment including, but not limited to: fire and rescue equipment, including rescue squads, fire trucks, rescue boat, horses, ladders, and all additional equipment found on the above list.

Knowledge of operation and use of tools and power equipment including, but not limited to: hydraulic tools, saws, axes, fire extinguishers (all types), shovels, various sized nozzles, assorted mechanical tools, hand tools, and repair equipment.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations, as prescribed by the Americans with Disabilities Act, may be made to enable individuals with disabilities to perform the essential job functions.

While performing the duties of this job, the employee is frequently required to use arms, hands, and fingers, to operate emergency and rescue tools and equipment. The employee is frequently required to walk, sit, stand, talk, hear, stoop, climb, balance, kneel, and run.

The employee must frequently lift and/or move up to one hundred (100) pounds and occasionally lift and/or move up to two hundred (200) pounds or more. Specific vision abilities required by this job include, but are not limited to, close vision, color vision, peripheral vision, and the ability to adjust focus. The mental demands of this position include varied degrees of frequent emotional stress and fatigue.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of this job. Reasonable accommodations, as prescribed by the Americans with Disabilities Act, may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is often exposed to a wide range of environmental conditions, including, but not limited to: extreme heat, extreme cold, rain, wind, fog, snow, hail or sleet, noxious or hazardous fumes, and poor ventilation including smoke filled areas. The employee may be required to perform the essential job functions while exposed to dangerous areas in or around ice and/or swift moving waters. The noise level in the work environment is varied and may include undesirable noises, such a grinding, grating, or extreme loudness. The employee must occasionally work in high and/or precarious places without hesitation.

SELECTION GUIDELINES: The Firefighter will be selected after a formal application, education and experience rating, reference check, oral interview, background check, including driving records, and drug screen. Other job related tests may be required.

APPROVAL: The duties listed above are intended only as an illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The position description does not constitute an employment agreement between the employer and employee and is subject to change as the needs of the employer and the requirements of the job change.

THE DUTIES LISTED ABOVE ARE INTENDED ONLY AS AN ILLUSTRATION OF THE VARIOUS TYPE OF WORK THAT MAY BE PERFORMED. THE OMISSION OF SPECIFIC STATEMENTS OF DUTIES DOES NOT EXCLUDE THEM FROM THE POSITION IF THE WORK IS SIMILAR, RELATED, OR A LOGICAL ASSIGNMENT TO THE POSITION. THE JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYMENT AGREEMENT BETWEEN THE EMPLOYER AND THE EMPLOYEE AND IS SUBJECT TO CHANGE AS THE NEEDS OF THE EMPLOYER AND REQUIREMENTS OF THE JOB CHANGE.

Director: _____

City Manager: _____

Employee's signature below constitutes the employee's understanding this job description is not a contract and is not designed to cover or contain a comprehensive list of activities, duties, or responsibilities that are required of the employee. They may change, or new ones may be assigned at any time with or without notice.

Employee: _____ Date: _____