

City of Grass Valley
JOB DESCRIPTION



FIREFIGHTER/LATERAL FIREFIGHTER

Department: Fire Department

FSLA Status: Non-exempt

Reports To: Engineer, Captain, Battalion Chief or Fire Chief

Unit: 8 / Classified Full- Time

Adopted: September 28, 2018

Revised: September 2022

SUMMARY OF JOB PURPOSE

Under direction, the firefighter participates in a full range of all-risk emergency and non-emergency activities, including, but not limited to, fire suppression, emergency medical service, hazardous materials response, rescue, fire prevention and inspection programs, fire investigation, fire station maintenance, apparatus and equipment maintenance, training exercises, and related services and activities of an assigned engine company. The firefighter ensures that all assigned activities are carried out effectively, efficiently, safely, and according to department guidelines and policies.

SUPERVISION RECEIVED AND EXERCISED

Immediate supervision is provided by an Engineer or Fire Captain and under the provisions of a Joint Operations Agreement or Emergency Medical Service agreement may be supervised by supervisors from other signatory agencies.

ESSENTIAL FUNCTIONS (includes, but not limited to listed tasks)

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Respond to emergency and non-emergency alarms and function as part of a team in all phases of fire suppression work; perform rescue, lay, and connect hoses, carry, and climb ladders, operate hose streams, ventilate buildings, overhaul, salvage, and clean-up activities at fire scene.
- Respond to and assist in emergency medical process and procedures in Basic Life Support (BLS) while also assisting ALS care givers
- Respond to and assist in the mitigation of hazardous material, technical rescue, and non-emergency calls for service, as necessary.
- As assigned, write, prepare, and file reports, forms, and recommendations such as emergency incident reports, accident reports, injury reports, exposure reports, apparatus maintenance logs, inspection forms, and other fire related information.
- Assist in the performance of routine daily, weekly, and monthly inspections of the fire apparatus and equipment; maintain fire station and grounds; perform routine and minor repairs as

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necessary; inform station fire engineer or captain of repair work needed; perform inspections and routine maintenance on squad and utility apparatus.

- Assist with fire prevention in the performance of periodic Uniform Fire Code inspections of industrial and commercial businesses and places of assembly; assist in the enforcement of the fire prevention codes by following through and documenting violations in need of corrective action
- Drive and operate fire apparatus and other automotive equipment.
- Conduct and participate in training exercises; develop skills in fire suppression, medical aid, apparatus operation, physical fitness, and other related areas.
- Assist with public education activities; station tours, grade school presentations, fire drills, and other community education programs that encourage awareness of emergency services and techniques.
- Maintain appropriate records, logs, and files of work completed and in-progress; prepare statistical and analytical reports as required.
- Conduct and participate in pre-fire planning activities; stay abreast of new innovations relative to fire prevention.
- Participates in testing and record keeping of a variety of department and city fire equipment including protective clothing, breathing apparatus, fire hose, fire hydrants, and other equipment as necessary.
- Perform related duties and responsibilities as required.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

MINIMUM QUALIFICATIONS

To perform this job successfully, a person must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

Knowledge of:

- Modern principles and practices of fire suppression, hazardous material mitigation, and emergency medical services.

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- Functions, characteristics, and proper use and maintenance of firefighting and emergency apparatus, equipment, tools, devices, and facilities.
- Emergency medical process and procedures in Basic Life Support (BLS).
- Modern principles of fire hydraulics, mechanics, and chemistry as applied to fire suppression.
- Current laws and practices pertaining to fire prevention, public education, and safety.
- Basic computer uses and office processes
- All risk ICS (Incident Command System).

Ability to:

- Understand and learn firefighting and emergency medical care knowledge, techniques, and skills from oral, written, and task demonstrated sources.
- Think clearly and act decisively while applying a wide variety of firefighting duties, methods, and procedures including the operation of firefighting apparatus, equipment, and tools.
- Perform physical and strenuous work while functioning effectively for long hours under high stress conditions in adverse environments.
- Maintain oneself in a state of physical and mental readiness appropriate for the physical and strenuous demands of the job.
- Return to work for planned and emergency staffing needs created by department trainings, meetings, planned vacancies, and emergency response.
- Learn, understand, and apply city and department rules, laws, ordinances, policies, and procedures.
- Learn city and local geography and read and interpret maps and fire preplans if necessary
- Establish and maintain harmonious and effective working relationships with employees, senior management, outside agencies, and the general public.
- Supervise personnel if directed.
- Read and write the English language at a level necessary for efficient performance.
- Understand and follow oral instructions.
- Communicate clearly and effectively in oral and written form.

EDUCATION AND EXPERIENCE

- Minimum 18 years of age
- Completed the 12th grade with Diploma or General Education Degree

CERTIFICATES, LICENSES, REGISTRATIONS

ENTRY LEVEL FIREFIGHTER:

- California State Fire Marshal Firefighter I certificate, or equivalent, obtained through an Accredited California State Fire Marshal Firefighter Academy.

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- Valid California Emergency Medical Technician (EMT) certification (or ability to obtain prior to appointment). A valid California EMT certification must be maintained as a condition of employment.
- Current CPR certification. CPR certification is a condition of employment.
- Valid California Driver's License with ability to obtain a California Driver's License for operations of fire apparatus. A valid California Driver's License for fire apparatus must be maintained as a condition of employment.
- Current and valid Candidate Physical Ability Test (CPAT) required at time of job offer.

LATERAL ENTRY FIREFIGHTER:

- California State Fire Marshal Firefighter I certificate, or equivalent, obtained through an Accredited California State Fire Marshal Firefighter Academy.

OR

- 3 Years full time experience in an all-risk fire agency may be substituted for the required completion of the California State Fire Marshal Fire Academy. Seasonal employment will qualify as actual time worked (ex. 1-month seasonal equals 1-month full time) toward the full- time experience requirement.
- Valid California Emergency Medical Technician (EMT) certification (or ability to obtain prior to appointment). A valid California EMT certification must be maintained as a condition of employment.
- Valid California Driver's License with ability to obtain a California Driver's License for operations of fire apparatus. A valid California Driver's License for fire apparatus must be maintained as a condition of employment.
- Current CPR certification. CPR certification is a condition of employment.

LANGUAGE SKILLS

Ability to read, write and communicate in English at a level required for successful job performance.

MATHEMATICAL SKILLS

Ability to use and understand basic mathematical concepts such as: adding, subtracting, multiplying, dividing, simple fractions and percentages.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, orally or in diagram form; analyze and resolve problems involving circumstances and or events using standardized methods or procedures.

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PHYSICAL DEMANDS

- Person must pass a medical examination to verify the ability to physically perform all required duties.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- The employee must be free from any physical, emotional, or mental condition which might adversely affect the ability to perform essential job duties.
- The employee must have the ability to perform those physical activities required for the execution of essential functions including, but not limited to, regular sitting, walking, standing, performing repetitive motions with hands and wrists such as regular keyboarding. The employee must have the ability to perform normal communications, including in person, two-way radio or on the telephone. The employee must also be able to crouch, kneel, stoop, twist, climb, balance, reach, grasp, push, pull, carry and lift 100 pounds of weight. The employee must be able to work in confined spaces for extended periods of time in all climates and weather.

WORKING ENVIRONMENT

- May require exposure to physical hazards such as fumes, chemical and bodily fluids
- May require working in adverse environmental conditions such as inclement weather, extreme temperature, dust, noise, dim lighting, confined spaces, and other conditions that may arise while performing essential functions.
- May require the ability to wear an air supply / purifying respirator.
- May be required to work for extended periods without days off.

BACKGROUND

Candidates offered employment will be required to successfully pass a background investigation that may include psychological examination, polygraph examination and in-depth background investigation.

GENERAL

The City reserves the right to revise or change classification duties and responsibilities as the need arises. This description does not constitute a written or implied contract of employment.

This job description indicates in general the nature and levels of work, skills, abilities, and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required. The City of Grass Valley is an EQUAL OPPORTUNITY EMPLOYER