

S.E. THURSTON FIRE/EMS

Fire Fighter/EMT

Job Description

FINAL

1. General Statement of Duties

Under direction of a unit supervisor, responds to emergency fire and medical calls; uses specialized equipment and tools to save lives; protect property, suppress and extinguish fires and performs emergency first aid and rescue operations; maintains continual availability and readiness of facilities, apparatus, equipment, and supplies; performs non-emergency services including inspections, investigations, equipment testing, recordkeeping and other standard fire station routines; maintains and upgrades personal skills and knowledge through internal and external instruction and training programs.

2. Interpersonal Relationships

Firefighters interact with Fire Department staff (e.g. subordinates, peers, supervisors, etc.) and representatives of other agencies (e.g., law enforcement, members of other fire departments, ambulance operators, medics, etc.). **Firefighters** also interact with citizens and the general public (e.g., home owners, business owners, motorists. etc.) on a regular basis, and conduct activities related to the Fire Department's mission statement. These interactions occur during routine day-to-day operations, emergency operations, training classes and exercises, inspections, and educational or informational presentations.

3. Complexity

A **Firefighter's** job involves very complex emergency scene tasks and social interactions, which must be accomplished without taking the time to reference procedures and policies, or to repeat tasks once they have been accomplished.

4. Typical Working Conditions

Firefighters live and work in a fire station in 24-hour shifts or on a 12 hour day shift. This work environment includes many of the same amenities of a home, including kitchens, showers, beds, etc. In this environment, **Firefighters** perform routine day-to-day activities such as training, meeting with supervisors, vehicle checks and station checks. Outside of the fire station, **Firefighters** perform job functions in all types of weather, and under extreme emergency conditions.

5. Primary Duties and Essential Functions

Physical Task Statements

- a. Put on and wear protective equipment.
- b. Open hydrant to charge the hose
- c. Use 1-3/4 inch hose as an attack line
- d. Use equipment (e.g., ax, sledge hammer, etc.) to make forcible entries
- e. Enter smoke filled buildings/rooms with a hose in hand while wearing full protective clothing
- f. Crawl on a floor and if you cannot see, feel for the heat of the fire source
- g. Systematically search for trapped persons
- h. Drag victims with the help of another firefighter
- i. Screw the hose connection to the hydrant

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- j. Drag charged 1-3/4 inch hose up stairs and around furniture when fighting a fire
- k. Carry victims with the help of another firefighter
- l. Use a hose clamp to clamp a charged/uncharged hose
- m. Wrap a hose around a hydrant to stretch it out and ensure it reaches the plug
- n. Climb stairs wearing full equipment while responding to a call for service
- o. Carry heavy equipment (hose pack, medical box, air bottles) up stairs while wearing full equipment
- p. Support a ladder, and raise the halyard to extend to the desired length, then lower into objective
- q. Climb an aerial ladder wearing full equipment
- r. Hold a charged 1-3/4 inch hose unassisted and open the nozzle
- s. Drag a victim out of a building unassisted while wearing full turnout gear
- t. Drag accordion folded or flat load, uncharged 2 1/2 or 3 inch hose until it is fully extended
- u. Drag charged 1-3/4 inch hose unassisted
- v. Reload hose and put it back onto the engine/quint
- w. Remove heavy equipment (i.e., ejector, positive pressure fan, fan, medical box) from the truck; transport and place it in operation unassisted
- x. Use a pike pole to pull down a ceiling
- y. Carry a victim out of a building unassisted while wearing full turnout gear
- z. Carry people unassisted down ladders wearing full turnout gear
- aa. Carry people unassisted via stairs wearing full turnout gear
- bb. Carry a section of rolled hose unassisted
- cc. Lower ladders and re-bed them onto the truck/quint
- dd. Remove an extension ladder from the apparatus unassisted and carry it to its destination
- ee. Operate a charged line from confined spaces
- ff. Operate foam equipment
- gg. Operate a line from heights (e.g. rooftops)
- hh. While on a ladder, direct water at fire
- ii. Operate the ladder pipe from an aerial platform
- jj. Extend the booster line to a fire
- kk. Hoist equipment to upper levels by a rope

Mechanical Tasks

- a. Make and unmake coupling connections
- b. Operate power tools (e.g., chain saw, circular saw, etc.) during the course of firefighting activities
- c. Remove the hydrant cap with a wrench
- d. Safely shut off utility services to buildings in emergency situations
- e. Operate heavy equipment (e.g., "jaws-of-life", etc.) in response to an emergency
- f. Operate electrical/gas shut-off valves
- g. For aerial ladders, set up truck jacks, place chocks, and then position and raise ladder
- h. Make openings for ventilation using equipment (e.g., saws, axes, etc.)
- i. Drive firefighting/emergency equipment to and from a scene
- j. Respond to hazards related to electrical emergencies
- k. Operate a fire extinguisher
- l. Inspect a pumper during operation; check gauges

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Rescue & Fire Suppression

- a. Use the necessary tools to free trapped victims
- b. Be aware of electrical lines when setting up ladders and directing water streams
- c. Seek the source of a fire and extinguish
- d. Determine the safest evacuation route
- e. Evacuate persons from a fire area
- f. Determine the stability of supporting surfaces
- g. Assist at a water rescue
- h. Calculate friction loss in hose to ensure the proper water pressure is provided to successfully put out a fire
- i. Calculate, achieve, and maintain correct water pressure for hose lines
- j. Determine when to open roofs, walls, and doors
- k. Calculate the height of a building in feet from its floors to ensure ladders are elevated to the proper height
- l. Determine the number of lines to hook up to successfully put out a fire
- m. Select the proper number of hoses required to reach the fire
- n. Determine the correct stream to use
- o. Calculate gallons per minute out of a particular size hose
- p. Calculate the height of a building in feet from its floors to ensure the proper number of hoses are selected to reach the fire
- q. Recommend assistance from law enforcement, medical, coroner, or utility personnel as needed

Administrative Tasks

- a. Write descriptions of situations in medical reports
- b. Complete incident reports on the computer
- c. Write building fire inspection reports

Emergency Medical Service

- a. Performs the functions of a Thurston County EMT

Hazardous Materials (HAZ-MAT)

- a. Respond to the release or potential release of hazardous material
- b. Utilize and maintain personal/chemical protective equipment
- c. Complete required Hazardous Materials training
- d. Read HAZ-MAT reference materials at a scene to provide the proper response to a hazardous materials spill
- e. Perform defensive mitigation techniques (e.g., diking, damming, diverting, etc.)
- f. Apply a foam blanket

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Inspections

- a. Perform Company Level inspection under the direction of a supervisor.

Fire Investigations/Post-Fire Duties

- a. Inspect and clean SCBA to ensure they are working properly
- b. Maintain all personal protective equipment
- c. Keep all tools and equipment in working condition
- d. Maintain an inventory of tools and equipment
- e. Replenish supplies when needed
- f. After a fire is extinguished, check for smoldering fire inside walls and ceiling
- g. Perform regular service tests on all apparatus
- h. Search for missing people
- i. Preserve evidence at fire scene
- j. Perform overhaul operations
- k. Inspect, clean, and polish equipment and apparatus by hand
- l. Fill pressurized water extinguisher
- m. Remove all used equipment from rigs after a fire for cleaning
- n. Secure accident/fire scene
- o. Remove hoses from drying racks and store them
- p. Remove burned and charred waste
- q. Put furniture in one location and protect it with salvage covers

Training/Drills

- a. Maintain physical fitness standards of the department
- b. Learn how to successfully attack a fire
- c. Participate in ongoing training drills to develop and maintain proficiency
- d. Learn about extricating victims from vehicles
- e. Learn about forcible entry into buildings
- f. Read and comprehend written training materials
- g. Learn the most direct routes to various addresses in a response area
- h. Learn about ventilation methods to aid in extinguishing a fire
- i. Learn about the characteristics of and proper uses of ladders
- j. Learn fire department rules and regulations
- k. Learn, practice and perform evolutions
- l. Learn about various methods of rescue
- m. Learn the locations of streets, water mains and hydrants in a response area
- n. Learn about building construction to determine how a fire might react in that building, and to ensure the safety of those working in and around the building
- o. Learn about hydraulics and pump operation
- p. Learn about fire behavior
- q. Learn about ropes and knots to accomplish rescues
- r. Learn about appropriate fire streams given factors that can affect the flow of water through the air

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- s. Learn about caring for hoses, hose lays and hose use
- t. Learn about various causes of fire
- u. Learn about water supply systems
- v. Learn about salvage and overhaul
- w. Learn about fire alarms
- x. Learn about ropes and knots to stabilize vehicles
- y. Learn about ropes and knots to successfully haul tools
- z. Learn about automatic sprinkler systems

Fire Station Duties

- a. Report for duty on time
- b. Maintain positive working relationships with people in the fire house
- c. Present a clean and neat appearance
- d. Maintain a neat and clean working and living environment at the fire station
- e. Answer routine phone calls in the station
- f. Maintain the exterior of fire station: lawns, walkways, and driveways
- g. Plan and cook meals
- h. Store fire equipment and supplies
- i. Make your own bed and change linens when appropriate

Public Relations

- a. Use tact and diplomacy in dealing with the public
- b. Interact and work with citizens
- c. Provide fire education programs to the public when requested
- d. Conduct fire station tours when requested and approved
- e. Make public education calls
- f. Refer people to agencies that provide social services

Communication

- a. Listen to the dispatcher, other fire vehicles, and commanding officers by radio to determine courses of action
- b. Advise the commanding officer of fire conditions, hazards, and exposures at the scene
- c. Exchange necessary information with other firefighters at a scene
- d. Talk with other firefighters at an emergency scene to determine the best courses of action
- e. Communicate with the superior during a fire
- f. Clearly and accurately communicate patient information and care to medical staff

Environmental/Working Conditions

- a. Avoid and protect against infectious agents
- b. Avoid and protect against hazardous substances through inhalation, injection, ingestion, and absorption
- c. Protect against possible burn injuries
- d. Fight fires in an extremely hot environment

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- e. Work quickly to suppress a fire
- f. Fight fires in smoky buildings when visibility is poor
- g. Fight fires in smoky buildings when visibility is nonexistent
- h. Prevent exposure to sharp objects
- i. Protect against uninstalled or unshielded electrical equipment
- j. Perform physically demanding tasks under extreme fluctuations in temperature
- k. Avoid and protect against high noise levels when riding in emergency vehicles
- l. Work 24 hour shifts with little or no sleep
- m. Perform on ladders
- n. Protect against smoke and dust
- o. Protect against radiation hazards
- p. Perform wearing full equipment
- q. Fight fires in sub zero temperatures
- r. Work on or around moving machinery or equipment
- s. Withstand strong vibrations (e.g., riding in emergency vehicles or operating power tools)
- t. Work in confined spaces in cramped body positions
- u. Prevent exposure to noxious odors
- v. Perform in wet areas
- w. Perform in slippery areas
- x. Perform in muddy areas
- y. Perform in icy areas

Knowledge Areas

- a. Knowledge of EMT protocols and procedures of TC EMT
- b. Mechanical Comprehension (Knowledge of various tools and their use; Knowledge of mechanical concepts (how engines operate, basic hydraulics, and other related concepts)
- c. Emergency Procedure Knowledge (Knowledge of procedures for emergencies and unusual events; Knowledge of radio codes and procedures)
- d. Building construction (Knowledge of the materials and construction features of buildings e.g., doors, windows, walls, and locks; Knowledge of building construction)
- e. Use of Language (Knowledge of the correct spelling of words; Knowledge of grammar rules; Knowledge of punctuation rules)
- f. Knowledge of vehicle extraction techniques
- g. Knowledge of fire department rules, regulations, and policies
- h. Knowledge of hazardous materials
- i. Knowledge of fire behavior
- j. Knowledge of street layouts and the location of hydrants and water mains in a response area
- k. Knowledge of fire codes and regulations to ensure proper inspection
- l. Ability to understand and interpret basic chemical, biological, and radiological terms and data

Skills, Abilities and Personal Characteristics

- a. Firefighting Tactics
- b. Effectiveness under Stress
- c. Courage and Assertiveness

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- d. Ethics, Integrity, and Honesty
- e. Safety Considerations
- f. Physical Ability
- g. Certification as an Emergency Medical Technician
- h. Judgment, Reasoning, and Common Sense
- i. Incident Management
- j. Decision Making and Decisiveness
- k. Fire Behavior
- l. Fairness and Objectivity
- m. Emotional Maturity and Stability
- n. Hazardous Materials
- o. Teamwork and Cooperation
- p. Acceptance and Promotion of Diversity
- q. Personal Responsibility
- r. Awareness and Alertness
- s. Respect for Authority
- t. Problem Solving
- u. Dependability and Reliability
- v. Interpersonal Skills
- w. Oral Communication Skills
- x. Leadership Skills
- y. Flexibility and Adaptability
- z. Fire Detection, Alarm and Extinguishment Systems
- aa. Motivation and Initiative
- bb. Reading Comprehension
- cc. Response Area
- dd. Compassion and Sensitivity
- ee. Visualization and Spatial Orientation
- ff. Supervisory Skills
- gg. Policies, Procedures, and Organization
- hh. Attention to Detail
- ii. Creativity and Resourcefulness
- jj. Construction Principles
- kk. Organizing, Planning, and Prioritizing Skills
- ll. Appearance and Demeanor
- mm. Learning and Memory
- nn. Service Orientation
- oo. Conflict Resolution Skills
- pp. Perseverance
- qq. Writing Ability
- rr. Fire Apparatus and Equipment
- ss. Fire Codes
- tt. Ability to Train and Instruct
- uu. Administrative Skills
- vv. Mechanical Principles
- ww. Mathematical Ability

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- xx. Support of Departmental Goals, Direction, and Mission Statement
- yy. Physical Fitness

6. Minimum Requirements To Apply for Entry-Level Firefighter:

Elements	Deadline for Completion/Note
Valid Driver's License	Application Due Date
CPAT – Candidate Physical Ability Test (Card)	Application Due Date

7. Additional Required Training To Apply for Lateral Firefighter:

Elements	Deadline for Completion/Note
CPAT – Candidate Physical Ability Test (Card)	Application Due Date
Firefighter I (IFSAC/ProBoard certification)	Application Due Date
HAZMAT Operations IFSAC/ProBoard	Application Due Date
EVIP 3.0 Certification	Application Due Date
EMT (Emergency Medical Technician)/NREMT	Application Due Date

7. Required training completed by:

Element	Deadline for Completion/Note
Firefighter I (IFSAC/ProBoard certification)	Entry Level FF - Completed by end of Probation
Firefighter II (IFSAC/ProBoard certification)	Completed by end of Probation
HAZMAT Ops (IFSAC/ProBoard certification)	Entry Level FF - Completed by end of Probation
EMT (Emergency Medical Technician)/NREMT	Entry Level FF - Completed by end of Probation
Thurston County EMT Protocols	Complete within 60 days of; <ul style="list-style-type: none"> - Completion of academy for Entry Level FF - Employment for Lateral FF

APPROVED BY:

Mark King
Fire Chief

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