

ANDERSON CITY FIRE DEPARTMENT STANDARD OPERATING GUIDELINES

FIREFIGHTER ENGINEER POSITION DESCRIPTION

SECTION I, 5.6

January 11, 2010

CITY OF ANDERSON, SOUTH CAROLINA CLASS DESCRIPTION 2005

CLASS TITLE: FIREFIGHTER FIRE DEPARTMENT

GENERAL DESCRIPTION OF CLASS

The purpose of the class is to perform fire suppression and rescue operations to efficiently and effectively protect the lives and property of those in need of assistance; to provide medical assistance at the First Responder level as necessary, and to perform related work as required. This class works according to some procedures but decides how or when to do things; work is reviewed regularly by supervisor.

ESSENTIAL TASKS

The tasks listed below are those that represent the majority of the time spent working in this class. Management may assign additional tasks related to the type of work of the class as necessary.

Responds to emergency situations within the City's jurisdiction to perform fire suppression, hazardous materials incident response and rescue duties.

May ventilate burning buildings.

Provides crowd and traffic control at emergency scenes; assists with salvage, overhaul, cleanup and evacuation activities as necessary.

At fire scenes, administers CPR and First Aid and provides medical assistance at the Medical First Responder level.

May drive and operate fire response vehicles.

Documents all fire and other emergency incidents and responses.

Cleans and maintains fire apparatus, equipment, stations and grounds; tests fire hoses and ladders; maintains emergency response equipment in a constant state of readiness.

Conducts fire drills.

Tests fire hydrants.

Prepares pre-fire plans for buildings; participates in fire prevention and fire safety education activities.

Conducts fire inspections of buildings in the City; enforces local ordinances and state laws pertaining to fire safety.

CLASS TITLE: FIREFIGHTER

Receives and responds to public inquiries, complaints and requests for assistance regarding areas of responsibility.

Attends training, seminars, and meetings to remain knowledgeable of modern fire suppression and prevention methods; maintains required certifications.

Performs general clerical work as required, including but not limited to preparing reports and records, copying and filing documents, entering and retrieving computer data, attending meetings, answering the telephone, etc.

INVOLVEMENT WITH DATA, PEOPLE, AND THINGS

DATA INVOLVEMENT:

Requires copying, transcribing, entering or posting data or information.

PEOPLE INVOLVEMENT:

Requires speaking or signaling to people to convey or exchange information of a general nature.

INVOLVEMENT WITH THINGS:

Requires leading, operating or repairing complex machinery or equipment that requires extended training and experience, such as fire engines, fire suppression equipment, rescue equipment, medical equipment, etc.; may involve installation and testing. Involves operations of limited scope.

COGNITIVE REQUIREMENTS

REASONING REQUIREMENTS:

Requires performing skilled work involving rules/systems with almost constant problem-solving.

MATHEMATICAL REQUIREMENTS:

Requires using basic algebra involving variables and formulas and/or basic geometry involving plane and solid figures, circumferences, areas and volumes.

LANGUAGE REQUIREMENTS:

Requires reading technical instructions, procedures, manuals and charts to solve practical problems; composing routine reports and specialized reports, forms and business letters with proper format; speaking compound sentences using normal grammar and word form.

MENTAL REQUIREMENTS:

Requires doing clerical, manual or technical tasks requiring a wide range of procedures and requiring intensive understanding of a restricted field or complete familiarity with the functions of a unit or small division of an operating agency; requires normal attention with short periods of concentration for accurate results or occasional exposure to unusual pressure.

VOCATIONAL/EDUCATIONAL AND EXPERIENCE PREPARATION

VOCATIONAL/EDUCATIONAL PREPARATION:

CLASS TITLE: FIREFIGHTER

Requires high school diploma or GED equivalent supplemented by formal training, special courses or self-education that is equivalent to satisfactory completion of one year of college education or specialized advanced training in fire science or a closely related field.

SPECIAL CERTIFICATIONS AND LICENSES:

Must possess a valid state driver's license; Class "E" commercial driver's license is preferable.

Must possess S.C. Firefighter certification.

Must possess CPR and First Aid certifications; must possess Medical First Responder certification.

May be required to obtain other technical certifications as deemed necessary by supervisor.

EXPERIENCE REQUIREMENTS:

Requires one year of previous firefighting experience.

AMERICANS WITH DISABILITIES ACT REQUIREMENTS

PHYSICAL AND DEXTERITY REQUIREMENTS:

Requires heavy work that involves walking, standing, climbing, balancing, stooping, crouching, crawling, kneeling, reaching, and lifting, pushing or raising objects, exerting between 50 and 75 pounds of force on a recurring basis and over 100 pounds of force on a frequent basis.

ENVIRONMENTAL HAZARDS:

The job risks exposure to fire hazards, extreme heat and/or cold, wet or humid conditions, extreme noise levels, vibration, fumes and/or noxious odors, airborne particles, traffic, moving machinery, electrical shock, heights, confined spaces, disease/pathogens, toxic/caustic chemicals, explosives.

SENSORY REQUIREMENTS:

The job requires normal visual acuity, depth perception and field of vision, hearing and speaking ability, color perception, texture perception, odor perception.

JUDGMENTS AND DECISIONS

JUDGMENTS AND DECISIONS:

Responsible for guiding others, requiring frequent decisions affecting co-workers and others who depend on the service or product; works in a somewhat fluid environment with rules and procedures but with many variations from the routine.

CLASS TITLE: FIREFIGHTER

ADA COMPLIANCE

The City of Anderson is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

This SOG does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.