

BLUFFTON TOWNSHIP FIRE DISTRICT

I. Position Title: Probationary Firefighter / Engine Company

Division: Suppression / Protective Service

FLSA Status: Non-Exempt

Revision Date: 4/2009

II. Summary Statement of Overall Purpose/Goal of Position:

Under the direction of the Fire Chief and general supervision of the Station/Engine Company Officer; responsible for the care, operation and condition of fire apparatus. Provides the Fire District with prevention and mitigation of emergencies and disasters, through proper planning, public education and code enforcement. Respond to emergencies involving fire, medical and environmental concerns. This position is a step position; employee can only hold this position for 1 year and upon completion of that year, must obtain all certifications required for Firefighter I and pass all testing in order to promote to the position of Firefighter I.

III. Essential Duties: (All are to be performed under the direct supervision of a Senior Level Firefighter)

- Carry a ladder(s) weighing approximately 75 pounds; raise and extend the ladder; assist victims down ladders; and to carry fire hose and other heavy equipment up and down ladders or stairs.
- Move and advance charged hose lines, into burning buildings, while standing or crawling on the floor. To hold a flowing hose line for long periods of time and to shut off a flowing line while maintaining control of the hose line.
- Enter buildings under adverse fire conditions which might include smoke, extreme heat, and no visibility, in full protective clothing including SCBA with face piece. Search for fire victims (sometimes searching by feel only), walking or crawling; and if a victim is found, to drag or carry the victim to safety.
- Work in high places, open places and confined places.
- Operate power saws in awkward positions, such as cutting on a sloping roof, and cutting from a ladder.
- Use a variety of tools to remove walls and ceilings, requiring pulling and pushing motions with arms extending overhead for long periods of time, or to force entry into a building.
- Perform fire and emergency medical duties while exposed to heat, cold and/or wet environmental elements.
- Operate power extrication equipment to assist in patient removals from motor vehicles. Lift and carry patients over rough or uneven terrain for considerable distances. Ability to bend, strain, stretch, contort, push, pull, twist, carry, walk with weight, or lift to remove a victim from a motor vehicle and place the victim on a stretcher.
- Operate district vehicles during both the day and night, using depth perception and peripheral vision, in congested traffic and in unsafe road conditions caused by factors such as fog, smoke, rain, ice and snow.
- Complete firefighter emergency rescue functions and tasks which are very physically demanding over a period of time without breaks, recovering quickly when given a short break.
- Respond to an alarm, wake, and go from a sound sleep to full activity and exertion in a matter of minutes.
- Perform basic emergency medical functions, once trained, such as performing cardiopulmonary resuscitation for extended periods of time.
- Provide emergency medical response while remaining calm.
- Ability to hear and respond appropriately in environments with substantial background noise. Ability to shout orders, warnings and responses when necessary.

- Maintain composure and confront stressful situations, and withstand the effects of repeated exposure to traumatic situations.
- Read, learn and remember new and updated detailed complex information, such as hazardous materials information, medical information, or changes in policy or procedures. Ability to apply information in a logical manner.
- Communicate with a diverse range of people and deal with verbal and physical confrontations.
- Respond promptly and efficiently to fire, rescue, hazardous materials and medical alarms.
- Maintain equipment on apparatus to include daily, monthly and annual testing. Test and rotate hose.
- Clean, wash and wax apparatus.
- Complete daily training on fire and medical procedures. A minimum of 2 hours per day is required.
- Test and inspect fire hydrants.
- Understands proper protocol and codes when using two-way radios.
- Conducts self in a professional manner at all times and entertains the public whenever they may enter the station.
- Master all skills on Recruit Employee First Year Skills Performance List as set forth by the Department's Training Division.

IV. Physical Fitness Duties:

- Must have OSHA Fire Brigade Clearance.
- Due to possible exposure to various airborne and bloodborne pathogens, must maintain current preventative vaccinations.

V. Marginal Duties:

- Maintain daily maintenance records and completes maintenance and equipment reports.
- Mow, cut and trim station lawns. Vacuum and clean building. Insure the building is ready for public inspection at all times.
- Conduct tours, lectures and video presentations. Display fire apparatus. Participate in public demonstrations at local school programs and various civic and Fire District functions.
- In the event Beaufort County EMS requires a driver to transport patients to surrounding medical centers, serve as EMS driver which requires awareness of location of facility, best routes possible and standard medical protocol.
- Perform other duties as assigned by the company officer.

VI. Qualifications:

Education: Completion of Bluffton Township Fire District Firefighter Standards and Promotional Policy. Must be a high school graduate or have attained a GED. Must be able to attend or have attended the South Carolina Fire Academy Fire Recruit Training Program for 8 weeks Monday thru Friday located in Columbia, South Carolina.

Experience: Entry level position.

Knowledge of: Fire District policies and procedures, coverage area and landmarks and District history; working knowledge of all equipment placed on apparatus and proper care and use of subsequent equipment; fire ground procedures including fire streams, forcible entry, water supplies, salvage and overhaul; command procedures; inspection procedures; sprinkler systems; alarm and communication procedures; knowledge of adopted fire codes.

Responsibility for: The use of discretion and judgment in emergency situations; great responsibility for the care, condition, and use of department apparatus, equipment and pumps; the performance of manipulation skills; proactive and motivated student.

Communication Skills: Ability to communicate verbally and in writing in English; ability to write reports.

Tool, Machine, Equipment Operation: Frequent use of fire and medical equipment including hose lines, nozzles, pumps, hydrants, extinguishers, ladders, hand tools, extrication tools, air masks, etc.

Analytical Ability: Ability to analyze and solve problems; establish and maintain effective working relationships with the public and Fire District personnel.

VII. Working Conditions:

This job entails regular exposure to dangerous situations under disagreeable conditions, including smoke, heights, fire, fumes, heat, cold, emergency driving, etc.; frequent exposure to dangerous situations with medical emergencies; long shifts, 24 hours in length or more; call backs on days off to assist with emergency situations and for periods longer than one shift during times of hurricane stand-by's and evacuations are possible.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.