

## **Federal Heights Fire Department** **Firefighter Job Description**



### **Firefighter Minimum Requirements:**

- High School graduation or equivalent.
- Certification as a Colorado Firefighter I.
- Possession of Emergency Medical Technician--Basic certification.
- Physical fitness to perform the functions of the job.
- Equivalent combinations of education and experience may be considered.
- Valid Colorado Driver's License.
- Fire Department physical and medical exam.
- Colorado Fire Pumper Driver/Operator certification within one-year of employment.

***For additional information about the department or minimum requirements please visit:***

<http://www.fedheights.org/fire>

### **Job Definition:**

Under general supervision, responds to fires, medical emergencies, rescue situations and other emergency and non-emergency requests for aid.

### **Essential Functions:**

The following duties **are not** intended to serve as a comprehensive list of all duties performed by position. Shown are duties intended to provide a representative summary of the major duties and responsibilities. Position will be required to perform additional duties as assigned.

### **Representative Duties:**

- Responds to fire calls and medical emergencies in an assigned vehicle. Assists in performing advanced life support in response to emergency calls; administers immediate treatment to victims using appropriate life-saving techniques. Drives ambulance to hospital, writes patient reports, cleans ambulance, and restocks supplies. May serve as fire engineer during periods of absence.
- Operates emergency vehicle and firefighting apparatus. Performs rescue operations to remove persons trapped in burning buildings or other hazards. Combats fires. Maintains written truck log, equipment reports and other documentation as required. Checks tool and equipment inventory. Performs general upkeep on station including cleaning, washing, painting and repairs.
- Coordinates certain programs/projects for department as assigned, with assignments varying by incumbent. These assignments may include the following: coordinating business fire safety inspection program; serving as self-contained breathing apparatus technician; or serving on hazardous materials incident response team.
- Assists with conducting fire safety inspections of buildings and businesses throughout City for Fire Code compliance. Writes reports and follows-up on findings of inspections. Maintains fire department equipment, apparatus and quarters. Checks equipment and apparatus; fuels vehicles. Performs routine basic cleaning and maintenance of vehicles, equipment and fire station. Maintains written truck logs, equipment reports and other documentation as required.

**Knowledge, Skills, and Abilities:**

- Knowledge of federal, state, and local laws, statutes, and ordinances, related to fire prevention, inspection, and suppression.
- Knowledge of the policies, procedures and goals of the Federal Heights Fire Department.
- Knowledge of safety rules and policies.
- Knowledge of the boundaries, streets, neighborhoods and business areas of Federal Heights.
- Skill in the safe and proper use of all firefighting apparatus and equipment including emergency vehicles and pumps, chain saws and powered extrication equipment.
- Skill in the safe and lawful operation of a motor vehicle.
- Ability to analyze and interpret information and make independent decisions.
- Ability to successfully complete specialized training or certifications as required by the particular duties.
- Ability to effectively perform strenuous physical labor in threatening and stressful situations.
- Ability to perform basic mathematical calculations.
- Ability to read and comprehend detailed or complex information.
- Ability to use standard computer equipment and software including word processing, data base management, spreadsheet applications.
- Ability to communicate effectively orally and in writing.
- Ability to establish and maintain effective working relationships with City employees, other public safety agencies, hospitals and medical facilities, community members, and the general public.
- Ability to establish and maintain effective working relationships with City management, employees, citizens and the general public.

**Working Environment/Physical Requirements:**

Physical activities include frequent standing, walking; regular kneeling, crouching, crawling, twisting upper body, climbing; frequent lifting and dragging 50-250 pounds, carrying 70-250 pounds; agility, balance, coordination, endurance, hearing, speaking, vision and manual dexterity. Work environment includes work outdoors in cold, extreme heat, smoke, air-borne pathogens, blood borne pathogens, noise, confined working space, electrical hazards, chemicals, toxic waste, explosive materials and mechanical hazards. Driving is required.