

**CITY OF HAINES CITY
JOB DESCRIPTION**

**DEPARTMENT: FIRE DEPARTMENT
REPORTS TO: STATION COMMANDER**

FIREFIGHTER - TRAINEE

GENERAL DESCRIPTION:

This is fire service work. An employee in this class of work is responsible for performing a variety of firefighting and emergency medical tasks under direct supervision. Positions in this class require the performance of physically demanding work involving fire suppression and emergency medical care. Employee is also responsible for the operation and minor maintenance of various fire apparatus and auxiliary equipment. Work is frequently performed under conditions where personal injury or injury to others can occur; employees must be capable of reacting with speed and composure under these conditions and may be required to exercise minimal initiative and minimal independent judgement in determining proper actions to take. Performs responsible fire prevention and administrative functions as directed. Work is generally performed on a 24 hour shift, including weekends and holidays, and is reviewed through observation, records, reports and results obtained. Performs responsible fire prevention and administrative functions as directed.

ESSENTIAL FUNCTIONS: (Note: The listed duties are illustrative only and are not intended to describe each and every function which may be performed in the job class. The omission of specific statements does not preclude management from assigning specific duties not listed herein if such duties are a logical assignment to the position.)

Responds to a variety of emergency calls under supervision.

Searches structures to locate persons trapped or injured, obtain information on source hazard, extent or spread of fire, and to determine possible hazards.

Removes burning objects from structures.

Uses hand and power tools to ventilate structures, force entry and perform rescue operations Positions and climbs ladders.

Pulls hose from truck, connects and operates or aids firefighter who is operating hose.

Extricates victims from entrapment.

Administers first aid at the level trained.

Performs salvage and overhaul operations to minimize property damage from structure fires and to ensure fire extinguishment.

Restores order and security of damaged structures.

Operate as a team member at incidents of uncertain duration.

Spend extensive time outside exposed to extreme weather conditions.

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Must tolerate extreme fluctuation in temperature while performing duties.

Must perform physically demanding work in hot, humid atmospheres while wearing equipment that significantly impairs body-cooling mechanisms.

Perform a variety of tasks on wet, icy, muddy and otherwise hazardous surfaces such as on ladders and rooftops.

Work in areas where sustaining traumatic or thermal injuries are possible.

Face exposure to infectious agents such as hepatitis B or HIV and carcinogenic chemicals and compounds.

Perform complex tasks during life-threatening emergencies.

Work long periods of time, requiring sustained physical activity and intense concentration.

Perform physically demanding work wearing in excess of 50 lbs. of personal protective clothing.

Face life and death decisions during emergency conditions.

Be exposed to grotesque sights and smells associated with major trauma, burn victims and death.

Rely on senses of sight, hearing, smell and touch to help determine the nature of the emergency, maintain personal safety and make critical decisions in a confused, chaotic and potentially life-threatening environment.

Operate in environments of high noise, poor visibility, limited mobility, at heights and in enclosed or confined spaces.

Performs cardiopulmonary resuscitation (CPR).

Utilize an Automated External Defibrillator (AED) and other emergency medical procedures.

Take individuals' vital signs, records and evaluates to determine status.

Assists in and/or prepares individuals for transport and may accompany to hospital as may be directed by supervisor.

Under supervision, participates in area surveys.

Maintains and updates records on persons, buildings, construction in progress, and any

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other information as may be deemed necessary by the employee's supervisor.

Participate in station drills or other training to keep up to date on necessary skills and knowledge.

Performs duties such as watch, apparatus and equipment maintenance, and general housekeeping.

Uses radio equipment.

May drive and operate motorized fire apparatus under supervision (under two and a half tons unsupervised).

Operates emergency lighting appliances.

Performs in-service inspections and pre-fire planning of homes, businesses and public places.

Records findings and reports to the Fire Prevention Officer unsafe conditions.

Performs related non-essential duties as required.

MINIMUM QUALIFICATIONS

KNOWLEDGE, ABILITIES, AND SKILLS:

A minimal working knowledge and use of: methods and techniques for a variety of fire fighting, emergency medical and rescue equipment; firefighting and emergency medical terminology; characteristics of fire; search and rescue techniques and equipment; the street system and physical layout of the City. Ability to: communicate effectively, orally, in writing and by use of hand signals; function efficiently under stressful conditions; lift, carry and maneuver bulky and moderately heavy equipment; perform work requiring considerable physical exertion under hazardous conditions; work cooperatively and interact effectively with all types of people in a variety of situations. Ability to learn, in a reasonable amount of time, a wide variety of departmental policies, duties and responsibilities. Ability to read, write, fill out forms and use office equipment efficiently. Ability to establish effective working relationships with supervisors, peers and the general public. Ability to follow orders, directions and instructions (oral and written) of superiors, and abide by the policies, guidelines, rules and regulations of the department and of the City. Must be physically capable to perform essential functions as required.

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TRAINING AND EXPERIENCE:

Graduation from an accredited high school or equivalency. Minimum 18 years of age. Be of good moral character.

Special Requirements:

Within the first year of employment an employee in this classification must as a minimum:

- 1) Possess a valid Florida Class D License.
- 2) Must possess a current EMT Certificate as issued by the State of Florida Division of Health and Rehabilitative Services, or possess a current Certificate of National Registry for Emergency Medical Technician.
- 3) Must possess an active State of Florida Firefighter Certificate of Compliance and/or a numbered certificate issued by the National Board on Fire Service Professional Qualifications.
- 4) Must be able to successfully pass the fire department's "Trainee Written and Practical Evaluation" and meet all the requirements for the position of Firefighter.

Overall physical condition must be suitable for the fire service as outlined in the National Fire Protection Association (NFPA) 1582. Must satisfactorily complete: A comprehensive medical examination as established by the City and administered by a City approved physician; a background investigation conducted by the City; a Fire Department administered written and physical fitness evaluation.

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