

PART-TIME FIREFIGHTER

POSITION SUMMARY: Engages directly in fire prevention, firefighting and medical activities to protect and safeguard lives and property; assists in maintenance and repair of fire stations and equipment; does related work as required. A Firefighter is responsible for performing hazardous tasks under emergency conditions. Work sometimes involves close contact with toxic gases, explosive mixtures and radioactive materials. A portion of the work consists of the performance of various duties in the maintenance of the fire station, and the preventative and corrective maintenance of apparatus and equipment. A Firefighter must be familiar with modern firefighting, rescue, medical and prevention methods and procedures. The work requires strict adherence to departmental rules and regulations. Supervisors make assignments of specific tasks and indicate methods and procedures to be followed through either oral or written instructions. Work is under close supervision most of the time, but there are times when courses of action must be determined by the Firefighter. Supervision is occasionally exercised over other firefighters during absence of superior officer. Each Firefighter is expected to be skilled in all phases of fire prevention, fire suppression, and rescue work.

ESSENTIAL JOB FUNCTIONS: *An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.*

1. Makes openings in burning buildings for entrance and/or ventilation.
2. Removes persons from burning buildings.
3. Stretches and connects hose lines and operates nozzles directing water streams.
4. Operates portable fire extinguishers.
5. Performs salvage operations at scene of fire.
6. May drive fire apparatus to scene of an incident and prepares for operations.
7. Is responsible for daily inspection of emergency equipment such as self-contained breathing apparatus and other gear and appliances to assure that such equipment is available for immediate and dependable use.
8. Participates in periodic fire drills and individual/group training courses including firefighting theory and practices, first-aid techniques, hydraulics and use of tools and knots.
9. Makes periodic inspections of buildings for fire hazards and makes recommendations for improvements.
10. Gives emergency medical treatment to injured persons involving the application of Emergency Medical techniques.
11. Checks fire hydrants for operating and general condition.
12. Performs a wide variety of routine tasks in connection with the maintenance of fire station quarters and grounds.

13. Keeps records and makes reports as requested by their supervisor.
14. Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES: *The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. A qualified individual with a disability must be able to perform the essential functions of the position with or without reasonable accommodation.*

- A. Completion of a standard high school or vocational school course; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.
- B. Certified as Firefighter II in Michigan per NFPA 1001 - Licensed Medical First Responder (EMT/Basic preferred) - Certified as Hazardous Materials Operations - Possession of valid Michigan Driver's license. Must obtain EMT/Basic within one year of hire.
- C. Minimum one-year certified firefighting experience.
- D. Demonstrates good powers of observation.
- E. Communicates effectively and presents ideas orally and in writing for varied audiences.
- F. Demonstrates a high degree of skill in the operation and maintenance of vehicles, equipment.
- G. Ability to establish effective working relationships (which includes but is not limited to getting along with other employees that are on duty in 24-hour shifts) and uses good judgment when working with staff, volunteer workers, other governmental agencies and the public.
- H. Knowledge of modern approved principles, practices and procedures of firefighting and medical response work and the geography of the City.
- I. Ability to understand and follow oral and written instructions.
- J. Ability to assemble and present accurate records and reports.
- K. Ability to meet fitness for duty standards to carry out position responsibilities.
- L. Ability to work any or all shifts and schedules as necessary to provide proper coverage for all incidents.
- M. Possession of a valid Michigan motor vehicle operator's permit.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: *The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. A qualified individual with a disability must be able to perform the essential functions of the position with or without reasonable accommodation.*

While performing the duties of this job, the employee is regularly required to talk or hear. While performing the duties of this job, the employee is regularly required to communicate with others. The employee must frequently lift and move items of considerable weight. Bending and stooping are also frequent requirements.

While performing the duties of this job, the employee regularly works both in the field and in a fire station setting. The noise level in the work environment ranges from noisy in the field to quiet in the fire station. The employee may be exposed to severely hazardous conditions including fire and smoke. In some situations the employee may encounter very dangerous working environments including assisting other firefighting personnel at incident scenes. While working in the field, circumstances may occur that are very strenuous and may involve working with bio-hazardous and/or hazardous materials and require the donning of appropriate protective gear including respirators. The employee may be exposed to graphic scenes, uncontrollable environments and circumstances, which may include working in confined spaces, at various heights and in all types of weather. The employee is required to drive in inclement weather.

The employee is required to take a physical examination in accordance with NFPA standards and report to the Fire Chief any physical conditions that may interfere with the performance of his or her duties as a firefighter.