

CLACKAMAS FIRE DISTRICT NO. 1

Job Description

VOLUNTEER SUPPRESSION FIREFIGHTER

DEPARTMENT: OPERATIONS

SUPERVISOR: VOLUNTEER TEAM LEADER OR COMPANY OFFICER

SUPERVISION EXERCISED: None

CIVIL SERVICE STATUS: No

BARGAINING UNIT: No

NEW: 04/01/09
REVISED: 07/01/09
APPROVED:

General Statement of Duties:

Performs fire fighting, first aid, transportation and fire prevention duties. May drive fire fighting apparatus and medic units to the scene of an emergency and/or hospital and operate as an apparatus operator. May operate equipment at a fire or medical scene; extinguishes fires and saves lives and property. Requires the operation of various equipment, machinery and apparatus as requested, which may include other calls for service and operating peripheral to the operation(s) in place at emergency scenes. Provides support operations for emergency scenes, first aid, fire prevention duties and public relations. Also performs duties and responsibilities pertaining to emergency medical aid up to appropriate level of training and certification. Involves contact with a wide variety of personalities both inside and outside the District. Requires a high degree of independent decision making in emergency situations.

Supervision Received:

Works under general direction and supervision of Volunteer Team Leaders or Company Officer who evaluates work for conformance to district policy and effectiveness.

Supervision Exercised:

May be required to supervise a less senior volunteer firefighter in the absence of, or by direction of, a Volunteer Team Leader or Company Officer.

Primary Duties:

The statements contained herein reflect general details as necessary to describe the principle functions of this job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned.

- Responds to alarms; performs all necessary duties as a volunteer firefighter and/or apparatus operator including, but not limited to, the operation of equipment, emergency apparatus and tools necessary to complete the task at hand and all others activities as required or extinguishment of fire.
- Drives fire apparatus to scenes of emergency, lays hose, operates pumps and operates firefighting equipment during the extinguishment of fire.

Primary Duties continued:

- Follows standard policies, procedures, guidelines, and safety rules as outlined in federal, state, and local regulations as well as by the District for such activities.
- Performs duties in a manner which positively reflects on the Fire District.
- Performs housekeeping and maintenance duties at the station as assigned.
- Assists with duties peripheral to emergency incident scenes, depending on conditions and if so directed.
- May be asked to remove people from danger, performs emergency life support functions including the care and transportation of the sick and injured up to the individual's level of training.
- Participates in fire district training and attends classes on techniques and other emergency topics as required to maintain necessary skills and proficiency levels as required by state and District standards.
- Assists in the instruction of firefighter(s) in efficient and modern practices & principles of fire fighting, emergency medical, and rescue work.
- May be asked to perform fire prevention and public education tasks as assigned.
- Compiles, writes and submits required reports by computer for emergency and non-emergency activities to various District Officers and/or Offices.
- Responds to the general public regarding questions and help following District policies and procedures in a courteous and respectful manner. Also may assist in public education and fire prevention including station tours, classroom presentation and greeting public walk-ins at stations.
- Performs other duties as assigned.
- Performs tasks that involve exposure to blood, body fluids, or tissues that may be infectious with various Hepatitis Virus and Human Immunodeficiency Virus. Involves exposure to both indoor and outdoor environment including occasional exposure to extremes in temperature, dust, noise and other adverse psychological conditions.
- Keeps assigned apparatus in a constant state of readiness, may be asked to do apparatus inspections and performs necessary maintenance and repair. Maintains records and submits reports as may be required.

JOB REQUIREMENTS:

- Proof of eligibility to work in USA as per the I-9 immigration form requirements.
- Reside within the Clackamas Fire District #1 service area or ability to work shifts.
- At least 18 years of age.
- Valid driver's license.
- Successful drivers license check clearance.
- Must be insurable by CFD#1 insurance carrier.
- Successful background checks clearance
- Successfully pass a UA drug screen.
- Successfully complete CFD#1 oral interview.
- Successfully complete CFD#1 physical ability course for Suppression Volunteer Firefighter.
- Successfully complete CFD#1 physical examination for Suppression Volunteer Firefighter.
- Successfully passing CFD#1 Volunteer Firefighter Suppression Academy.

QUALIFICATIONS:

- Any combination of education, training, or experience that provides knowledge, skills and abilities. Specifically, High School graduate or equivalent required.
- Emergency Medical EMT-B certification required within 12 months of graduation from the Suppression Firefighter Academy. {Current Volunteer Members who started prior to January 1st 2005 will be grandfathered in and only need to be Certified and maintain certification as EMT First Responders}
- Continued membership is held contingent upon annual demonstration of the OSHA and District required competencies of:
 - a. Physical ability: Must demonstrate the ability to perform the physical activities required for the essential functions of a Suppression Volunteer Firefighter as demonstrated by satisfactory completion of the regularly scheduled physical ability test and Medical testing given by the District.
 - b. Hazardous Materials Awareness & Operations Recertification.
 - c. Bloodborne /Airborne Pathogens
 - d. Respiratory Protection “mask fit testing”
 - e. CPR/AED.
 - f. Live Fire Experience.
 - g. Mandatory Compliance Training, Card lock, Haz Com & Fire Extinguishers.
 - h. Personal protective equipment usage.
- Ability to drive an emergency vehicle during both day and night in situations involving congested traffic and in unsafe conditions as created by environmental factors.
- Ability to respond to alarms and other emergency situations at all times of the day/night that require the execution of full physical and mental activity and exertion.
- Ability to prepare reports by computer, using proper, detailed descriptions and appropriate grammar.
- Ability to communicate in English, both orally and in writing, including understanding and following oral and written instructions, Also the ability to hear and orally respond to calls for assistance, Radio communications, and all other calls as needed in all conditions which may include substantial background noise as experienced in emergency operations.
- Ability to work independently as well as established and maintain harmonious relations with others both inside and outside the organization.
- Obtain and maintain CFD#1 and/or NFPA Driver Certification.
- Obtain and maintain CFD#1 Rehab Specialist I & II Certifications.
- Obtain and maintain CFD#1 Command Specialist II Certifications.
- Obtain and maintain CFD#1 Water Tender Operator Certification
- Must attain and maintain NFPA Pumper Operator Certification within 1 year of completion of Suppression Firefighter academy.
- Obtain and maintain NFPA Wildland Firefighter Certification.
- Obtain and maintain NFPA Firefighter I Certification.
- Obtain and maintain EMT-B certification within 1 year of completion of Suppression Firefighter academy.

- **QUALIFICATIONS continued:**
- **Physical Requirements and Potential Hazards:**
The following identifies the physical demands and potential hazards typically encountered in this position. The information is a necessary part to ensure compliance with the Americans with Disability Act (ADA).

Descriptions:

- Not applicable:** Not required of the position.
- Non Essential:** Requirement is present but is not essential to the position.
- Occasional:** Occasional (up to 33% of working time) yet essential to the position.
- Frequent:** Between 34% and 66% of working time.
- Continuous:** Between 67% and 100% of working time.

ACTIVITY	NOT APPLICABLE	NOT ESSENTIAL	OCCASIONAL	FREQUENT	CONTINUOUS
Sitting				X	
Walking				X	
Standing				X	
Running		X			
Bending or Twisting			X		
Squatting or Kneeling			X		
Reaching Above Shoulder Level			X		
Climbing (i.e., ladders)			X		
Driving cars, light duty trucks			X		
Driving heavy duty vehicles			X		
Using foot controls			X		
Repetitive motion of hands and/or fingers			X		
Grasping with hand(s), gripping			X		
Lifting/carrying 10-15 pounds			X		
Lifting/carrying 26-50 pounds			X		
Lifting/Carrying more than 50 pounds			X		
Pushing/pulling			X		
Work in or exposure to inclement weather			X		
Work in or exposure to cold weather			X		
Exposure to dust, chemicals and/or fumes			X		
Use of hazardous equipment			X		
Work at heights (reservoirs, etc.)			X		
Exposure to electrical current			X		
Seeing objects at a distance			X		
Seeing objects peripherally			X		
Seeing close work (i.e., typed material)			X		
Distinguishing colors			X		
Hearing conversations and/or sounds			X		
Hearing via radio or telephone			X		
Communicating through speech				X	
Communicating by writing and reading			X		
Distinguishing odors by smell		X			
Exposure to aggressive/angry people			X		
Respiratory protection needs			X		
Exposure to work in confined spaces			X		

QUALIFICATIONS continued:

ACTIVITY	NOT APPLICABLE	NOT ESSENTIAL	OCCASIONAL	FREQUENT	CONTINUOUS
Put on and wear protective equipment PPE {Helmet, Coat, Boots, Gloves and Other Protective Clothing and SCBA}			X		
Operate fire apparatus in both emergency and non emergency mode.			X		
Climb onto apparatus to perform maintenance and repairs up to 10 feet.			X		
Crawl under apparatus to perform maintenance and repairs.			X		
Lift equipment from awkward positions.			X		
Perform in slippery areas.			X		
Works on or around moving machinery			X		
Work, drive and operate machinery in conditions of little or no sleep			X		
Performs physically demanding tasks under extreme fluctuations in temperatures.			X		
Balance on unstable surfaces or great inclines while operating heavy machinery			X		
Lifts, carries and maneuvers' hard suction hose and related appliances.			X		
Lifts, carries and maneuvers' assorted sizes of fire hose and appliances.			X		
As a team member of two persons or more, removes, set's up and restores Water Tenders Port-a-Tanks			X		
Carries heavy equipment to the top of Fire Apparatus while wearing PPE Equipment			X		
Pulls uncharged fire hose from a fire apparatus to a fire hydrant. {20 to 75LBS}			X		
Pulls and/or drags a charged fire hose from 25 to 150 feet unassisted.			X		
Must function in all conditions while wearing a SCBA pack, bottle and mask {about 25 to 30 Lbs}			X		
Must function while on a ladder from 6ft to 100ft			X		
Must be able to carry a fire service ladder ranging from 6ft to 24ft. alone or with a second person in all conditions			X		
Must work in almost zero visibility with a SCBA mask on.			X		
Must be able to swing and chop with a fire axe in all conditions			X		
Lifts, carries and changes SCBA bottles and packs {about25Lbs.}			X		
Compiles with respiratory protection "Mask fit testing"			X		
Requires the execution of full physical and mental activities and exertion all times of the day/night			X		
Requires the ability to hear and orally respond to commands and radio communications which may include substantial background noise			X		
Compiles and writes reports and data on computers			X		