

**CITY OF ST. MARYS, GEORGIA
CLASS SPECIFICATION**

CLASS TITLE: FIRE FIGHTER
DEPARTMENT: FIRE
REPORTS TO: FIRE LIEUTENANT/CAPTAIN

CLASS CODE: 1027
FLSA STATUS: N
DATE: 06/13

JOB SUMMARY:

Entry level position responsible for performing general duty work to protect life and property, and prevent fires through the by functioning as a certified Georgia firefighter in the department.

As a municipal organization, the City of St. Marys is an emergency provider of services. Some emergency situations, including weather related emergencies, may necessitate City of St. Marys employees to assist in areas of work which may not be directly related to the employees specific job function, but which will be within the physical capabilities, training, and skills of the employee.

ESSENTIAL JOB FUNCTIONS: (All responsibilities may not be performed by all incumbents.)

Performs fire fighting and life rescue duties, including: responding to various emergencies; assisting in conducting fire suppression functions; administering first aid and emergency medical treatment; assisting in operating equipment; laying hose, raising and climbing ladders, etc.; conducting search and rescue operations; and assisting in containing hazardous materials spills.

Participates in training programs by attending classes, participating in drills, simulations, etc., studying city geography and participating in physical training and conditioning programs.

Participates in fire safety and prevention programs; makes presentations/teaches classes to the general public; assists in conducting station tours; conducts pre-incident surveys and inspections and assists in developing pre-fire plans.

Operates radio communication equipment and acts as Communications Officer, as needed; prepares reports.

Assists in searching for evidence for investigative staff after fire incident.

Assists other firefighters and agencies by responding to calls and serving as backup.

Performs maintenance and minor repairs of fire station, grounds and equipment; performs safety checks on various pieces of equipment; changes oil, filters, fluids, etc., on vehicles and apparatus; performs general housekeeping functions within and around stations.

Performs inspection and routine maintenance on fire hydrants; checks water pressure.

Maintain grounds of fire station, including mowing, edging, and raking.

Reports administrative and/or operational problems to supervisor.

Performs code enforcement, pre-fire surveys and building inspections.

Respond to HAZMAT incidents.

Performs other related duties as assigned.

MATERIAL AND EQUIPMENT USED:

Two Way Radio	Fire Pump	Rescue Equipment	Lawn Maintenance Equipment
Fire Vehicle	Computer	Flashlight	Vehicle Maintenance Tools
Fire Extinguisher	Firefighting Equipment	Ladder Truck	Hand Tools

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High School diploma or GED; and,

One to two years of experience; or,

Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

Licenses and Certifications:

Valid Driver's License

NPQ – Firefighter 1 and 2- ability to obtain within first year of employment

Medical First Responder Certification

HAZMAT Tech

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

Internal departmental policies and procedures.

Applicable state, federal and local ordinances, laws, rules and regulations.

City street system, hospital location, and physical layout of the City.

Mechanical principles, operational techniques and application of fire fighting and basic life support equipment.

Fire behavior, basic fire fighting strategy and tactics and basics of hazardous materials operations.

Fire prevention and safety procedures.

First aid and emergency medical care.

Hydraulics.

Building and equipment maintenance/repair techniques.

Record keeping, report preparation, filing methods and records management techniques.

Safe practices and procedures for performing essential functions of the job.

Standard business arithmetic, including percentages and decimals.

Skill in:

Responding quickly to changing situations.

Operating and maintaining all assigned equipment required to perform the essential functions of the job.

Using specialized equipment including fire pump, ladder truck and other fire suppression equipment.

Developing and making presentations and teaching classes.

Communicating orally with internal staff, citizens, and other departmental staff in order to give and receive information in a courteous manner.

Mental and Physical Abilities:

Ability to read and interpret documents such as safety rules, operation and maintenance instructions, procedure manuals, and so forth.

Ability to deal with problems and stressful situations involving several variables in changing situations.

Ability to follow oral and written instructions.

Ability to write routine reports and correspondence.

Ability to pass physical fitness/efficiency examinations.

While performing the essential functions of this job, the incumbent is regularly required to use hands to finger, handle, or feel objects; ascend and descend stairs, ladders, ramps, fences, scaffolding, etc.; maintain body equilibrium to prevent falling when walking, standing, crouching, or running on narrow, slippery or erratically moving surfaces; move about on hands and knees; bend body downward and forward, requiring full use of the lower extremities and back muscles; reach with hands and arms; speak and hear; use color, sound, shape and odor perception; and push, pull and/or lift over 50 pounds frequently and over 100 pounds occasionally. Must be able to wear a Self Contained Breathing Apparatus (SCBA) with a fitted face mask.

Working Conditions:

Work is performed in an office, fire vehicle and in the field exposing the employee to various outside atmospheric conditions; conditions such as fumes, noxious odors, dusts, mists, gases and poor ventilation that affect the respiratory system, eyes or the skin; possible bodily injury from moving mechanical parts of equipment, tools, or machinery, electrical shock, radiation, explosions, falling from high, exposed places, and/or toxic or caustic chemicals. The employee is frequently exposed to persons who have contagious diseases/illnesses, volatile situations and imminent danger when performing the essential functions of the job.

Working time may require irregular hours, shift times, and/or on-call status.

The incumbent's working conditions are typically very loud.

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.