

CITY OF OBERLIN JOB DESCRIPTION
Firefighter-Driver

Title:	Firefighter-Driver	Department:	Fire Department
Supervisor:	Fire Chief Assistant Fire Chief, Battalion Chief, Fire Lieutenant	Positions Supervised:	All employees in the absence of the Fire Chief, Assistant Chief, Battalion Chief & Fire Lieutenant
Status:	Full-Time	Civil Service Status:	Classified/Competitive
FLSA Status:	Non-Exempt	Exemption Category:	N/A
Bargaining Unit:	N/A	Pay Grade:	3
		Schedule:	Assigned Shifts

This description is meant to represent a body of work typically performed in this position but does not necessarily represent all the duties which may be assigned to the incumbent in the position. The incumbent is responsible for performing miscellaneous duties as needed or assigned.

General Statement of Duties:

This is skilled firefighting work in combating, extinguishing and preventing fires and providing rescue services to protect life and property. Work also involves driving equipment when specifically assigned on shift and routine maintenance of fire department equipment, apparatus, and quarters.

Employees under this class perform hazardous tasks under emergency condition which may require strenuous exertion under such handicaps as fire, heat, smoke and cramped surroundings. Although firefighting and rescue work are the most difficult and responsible areas of activity, a major portion of the time is spent studying methods and techniques of fire prevention, suppression and basic and/or advanced life saving techniques, studying and perfecting the operation of fire and rescue equipment and apparatus, and in performing routine duties in the care and maintenance of fire department property and equipment. Work is usually performed under the command of a superior officer. Work is reviewed in progress and upon completion.

The Firefighter-Driver shall be committed to the mission, vision and values of the City and Department and demonstrate such through ethical conduct, community stewardship, individual initiative and responsive service. The Firefighter-Driver shall demonstrate technical skills through effective communication and collaboration, proper use of team resources, personal accountability and responsibility.

The job description is intended merely to illustrate the duties that may be assigned to persons assigned this title. It should not be interpreted to describe all the duties that may be required of persons holding a position assigned this title or to limit the nature and extent of assignments a person may be given. An individual who poses a direct threat to himself/herself or others in the workplace will be deemed not qualified for this position.

Minimum Qualifications:

- Two years experience as a Part-time Firefighter within the City of Oberlin.
- Completion of 12th school grade or equivalent.
- Possession of valid Ohio Drivers license and proof of insurability.
- Must pass, on a competitive basis, a written examination demanding skill in reading, interpretation, understanding and the ability to concentrate for a long period of time.
- Must successfully complete an assessment test for fire apparatus operation.
- Must reside within Lorain County or in any adjacent county thereof.

Supervision:

- Works under the supervision of Fire Chief, Assistant Chief, Battalion Chief and Fire Lieutenant.
- Supervises all employees of the Department in the absence of the Fire Chief, Assistant Fire Chief, Battalion Chief, and Fire Lieutenant.

Primary Job Duties: *(Essential functions are identified by an “*”)*

- Receives and responds to routine and emergency telephone calls.*
- Response to fire alarms and other emergency calls; controls and extinguishes fires; protects life and property.*
- Selects hose and nozzle, depending on type of fire, deploys hose-lines and directs stream of water or chemicals onto fire; positions and climbs ladders to gain access to upper levels of buildings or to assist individuals from burning structures; creates openings in buildings for ventilation or entrance, using axe, chisel crowbar, saw and other power equipment; and, may deactivate utility services to prevent explosions or other fire extension.*
- Responses to emergency situations; drives emergency vehicles to scene of emergency; operates apparatus on scene.*
- Provides efficient and immediate emergency care to the ill or injured at the scene of an incident and during transport; operates emergency care equipment.*
- Conducts patient assessments; administers appropriate basic or advanced life support care at the site of emergency; performs such activities as patient assessment, artificial respiration, cardiopulmonary resuscitation; treating wounds, abrasions, and shock; applies splints; patient extrication; maintain airways, and administers oxygen.*
- May perform advanced medical care, including endotracheal and nasotracheal insertion, chest tubes (needle aspiration/catheter), and IV cannulation.*
- Reports vital information regarding care and condition to medical personnel receiving patient.*
- Participates in salvage operations, such as removing and covering furniture, removing water and cleaning debris.*
- Performs overhaul operations to ensure that the fire is completely extinguished.*
- May performs duties of fire inspector as assigned; conducts building inspections for fire hazards; examines blueprints; tests and inspects sprinkler systems, alarm systems, fire hydrants, etc.; serves notices for correction of fire code regulations; advises citizens on fire safety.*
- Develops preplans that provide the most effective firefighting.*
- Investigates causes and circumstances surrounding fires.*
- Participates in a continuing program of training demonstrations and classes; receives training in the operation of apparatus and, when assigned, drives and operates and instruction and operation of fire and a variety of vehicles.*
- Provides fire station tours for the public; answers questions and provides public education services.*

- Performs general maintenance work in the upkeep of fire stations, buildings and grounds, fire apparatus, auxiliary equipment and tools.*
- May work in various climatic weather conditions and the potential exists for sustaining serious bodily harm, or possible death, in the performance of duties.*
- Maintains accurate records, forms and reports.*
- Provide effective and efficient customer services and promotes and maintains responsive community relations.*
- Perform other related duties as assigned.

Required Knowledge, Skills and Abilities

Knowledge of:

- Modern rescue and firefighting principles, practices, and procedures.
- Operating and maintenance requirements of the various types of apparatus and equipment used in firefighting activities.
- Geographic layout of the City, including street locations, water supply, and structural characteristics in the district protected.
- Emergency medical and rescue procedures.

Ability to:

- Read and understand policies, procedures, rules, regulations, instructions, and written material of the Fire Department.
- Perform limited mechanical work involved in maintaining fire apparatus, equipment and tools.
- Analyze emergency situations and to adopt effective courses of action.
- Establish and maintain effective working relationships with others.
- Learn, train and retain technical and other fire service related data.
- Follow oral and written instructions; deal effectively with the public; and speak and write effectively.
- Meet such physical requirements as may be established by competent authority.
- Obtain and maintain certificates as an Emergency Medical Technician - Basic or higher.
- Meet department competency standards as outlined in NFPA 1001, 1002, 1021, 1521, and Oberlin Fire Department Standard Operating Procedures.

Licenses and/or Certifications:

- Ohio certification as Firefighter 2 within one year of appointment.
- Certification as Driver/Operator for all OFD apparatus within six months of appointment.
- Ohio certification as an Emergency Medical Technician - Basic:
 - Hired before Pre-January 1, 1998: EMT-B optional certification maintained at discretion of the employee.
 - Hired on/after January 1, 1998: Shall maintain the EMT-Basic certification as condition of employment for career.
- Ohio certification as a Fire Safety Inspector as required by the Fire Department.
- Hazardous materials first responder operational training.
- NIMS 700/800, ICS 100/200

Work Environment:

Incumbent is exposed to all manner of environmental conditions including inclement weather, extreme temperatures, dust, noise, dim lighting, and all other conditions as present in the performance of essential function. Incumbent may also experience such hazards as fumes, flames, chemicals, blood,

other body fluids, and all other hazards as required in performance of essential functions. Requires the operation of various equipment, machinery, apparatus, and rescue vehicles as needed. May require working long hours and for extended periods of time between meals and breaks in some emergency situations.

Includes regular walking, sitting, and standing; the ability to intermittently lift, carry, push, and/or pull over 150 lbs., occasionally climb ladders and stairs, crawl, bend, stretch, twist, run, balance, crouch, stoop, twist, turn, pivot, and otherwise be mobile; and all other physical activities as required in the performance of the essential functions. Ability and willingness to work in both open and confined work spaces as well as in adverse environmental conditions for extended periods of time with little or no rest.

The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of taste, sense of smell, depth perception, and texture perception.

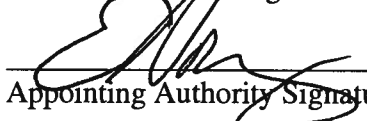
Work Situation Factors:

Position requires competing demands; may require occasional work beyond normal business hours. **SAFETY SENSITIVE POSTIONS ARE SUBJECT TO RANDOM DRUG AND ALCOHOL TESTING ACCORDING TO CITY POLICY.**

Employee Signature/Date

 04.07.11

Human Resources Signature/Date

 4/7/11

Appointing Authority Signature/Date

 4/11/11

Supervisor Signature/Date

 4/8/11

Law Director Signature/Date

Reviewed by Civil Service Comm: 04/06/11

Reviewed by City Council: N/A