

NORTH WHATCOM FIRE AND RESCUE

JOB DESCRIPTION

Title: Firefighter**Division:** Operations**FLSA Class:** Non-Exempt**Approved By:** Board of Commissioners**Effective Date:** September 19, 2024**Pages:** 1 - 6**Wage Range:** \$7,208 - \$9,125 (per month)

JOB DESCRIPTION SUMMARY

The Firefighter is a Union represented, full paid position working on an assigned shift. The Firefighter is responsible for responding to emergency incidents to include but not limited to emergency medical, fire suppression, rescue, hazardous materials, and public service incidents. They are also responsible for completing daily assignments, routine station and equipment maintenance, special projects, training and non-emergency work. Other duties include medical rescue, and fire suppression training, pre-incident planning and inspections.

The Firefighter is responsible to and reports directly to the assigned Shift Captain.

ESSENTIAL FUNCTIONS

Essential functions will vary according to the work environment and may include, but are not limited to, the following:

Operate/drive fire apparatus, including fire engines, ladder trucks, water tenders, ambulances and other support vehicles.

Operate apparatus on scene, including fire engines, ladder trucks, water tenders, ambulances, and other support vehicles.

Perform fire suppression and rescue activities, including entering burning structures, directing fire streams, searching, and extricating.

Respond to medical emergencies, locate patients, and identify the nature of illness or injury under Whatcom County EMT Protocols and/or supervision. Initiate and administer continuous medical treatment and emergency care at the scene and during transport and delivery to an appropriate medical facility.

Respond to hazardous material incidents at the Frist Responder-Operations level to perform defensive operations.

Respond to public service incidents such as water flow problems, smoke investigations, and public assistance.

Conduct public education to inform citizens about fire prevention and other safety issues.

Conduct daily inspections of apparatus, equipment, and assigned areas to ensure operational readiness for emergency response.

Maintain equipment inventories on apparatus and conduct regular audits/inspections to prevent shortages.

Participate in department, station, company, shift, and volunteer training classes. Assist in training volunteers and paid firefighters to develop and maintain skills related to fire suppression, medical, rescue, and hazardous materials response. Assist in lesson planning and test development.

Maintain records and prepare incident reports.

Assist Fire Marshal with duties to include but not limited to, fire prevention inspections, pre-incident planning, and fire investigations.

Participate in conducting fire prevention inspections.

Assist in placing new apparatus and equipment in service, including development of draft procedures.

Perform assigned collateral duties. May participate in committee meetings as assigned.

Participate in daily cleaning and minor maintenance of fire station, apparatus, and equipment as part of the regular maintenance program.

Make recommendations to the Battalion Chiefs for operational changes to ensure compliance with pertinent safety regulations.

Perform all other duties and responsibilities as assigned by immediate supervisor.

KNOWLEDGE, SKILLS, ABILITIES

Knowledge of:

Knowledge of modern fire suppression and emergency medical care principles, procedures, techniques, and equipment, and have skill in the operation of tools and equipment.

Knowledge of applicable laws, administrative codes, and Fire District policies and procedures.

Knowledge and skills to conduct technical and manipulative training of job functions to groups of firefighters with varying levels of knowledge and experience.

Knowledge of public education methods and the ability to deliver programs that effectively educate citizens of all ages.

Knowledge of Fire District occupancies, ability to recognize potential hazards, and skill to contribute to comprehensive, understandable pre-fire plans that make firefighters aware of all critical information.

Knowledge of safety regulations and practices applicable to the Fire District, including those for firefighting, emergency medical care, rescue, and hazardous materials incident mitigation at the operations level.

Knowledge and skills to effectively maintain a fire station, grounds, apparatus, and equipment in a condition that ensures maximum operational readiness.

Knowledge of fire investigation techniques and ability to assist a fire investigator.

Skills in:

Skills to utilize all Fire District fire suppression safely and effectively, emergency medical care, rescue, and hazardous materials apparatus and equipment.

Skilled in the operation of tools and equipment consistent with the administrative operation of a fire department.

Ability to:

Ability to perform the work required necessitating good physical condition.

Ability to follow directions and function safely under general supervision.

Ability to exercise sound judgment in evaluating situations, and then independently make appropriate decisions under pressure that require the application of skills, knowledge, and ability along with previous experience.

Ability to establish and maintain effective working relationships with other employees, volunteers, supervisors, and the public.

Ability to effectively communicate with the public during emergencies, as well as when handling questions, complaints, and requests for public service.

Ability to speak, read, and write in the English language and effectively communicate both verbally and in writing with people at all levels of knowledge and competency.

Ability to give and receive written instructions and communications.

Ability to record data and analyze information to produce meaningful reports.

Ability to operate computer equipment for data entry, word processing, report writing, and e-mail.

Ability to mentor volunteers to achieve objectives positively, efficiently and safely.

Ability to accept challenging or unusual assignments and the associated skill(s) to apply education and experience to complete assignment objectives.

Ability to recognize unsafe work practices and make timely corrections to ensure continued compliance with safety standards.

SUPERVISORY RESPONSIBILITIES

This position has no supervisory responsibilities.

EDUCATION/EXPERIENCE

Required: Must be a graduate of an accredited high school or have a GED equivalency.

Must hold a current NREMT or WA State Emergency Medical Technician License.

CERTIFICATES AND LICENSES

- Valid WA State Driver's License (or outside state license with the requirement to obtain a WA State Driver's License within 6 months of employment) without restrictions, suspension, or revocation in any state.
- Valid NREMT or WA State Emergency Medical Technician License (w/airway endorsement)
- Current CPAT (NTN or PST) with passing score

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the Firefighter is frequently required to walk, stand use their hands and fingers to operate objects, tools, or controls and to reach with arms and hands. Occasionally required to sit, climb, or balance, stoop, kneel, crouch, or crawl. Must be able to speak, hear, see, taste and smell.

Capable of frequently lifting and/or moving up to 25 pounds and occasionally lifting or moving up to 175 pounds. Specific vision abilities required by the job include close vision, depth perception and the ability to adjust focus. Corrected vision is permitted.

This position may require the employee to perform strenuous work, for extended periods of time, while performing some or all the following:

- Wear a respirator (SCBA)
- Wear and/or carry over 50lbs of protective clothing/equipment.
- Work in an overheated, extreme cold or wet environment.
- Work under adverse or stressful conditions

WORK ENVIRONMENT

Work is performed primarily in an office, in vehicles, and/or in outdoor settings in all weather conditions, including temperature extremes, wet and or humid conditions, during daytime and at night.

Work is often performed in emergency and stressful situations. Exposure to hearing audible alarms, and hazards associated with fighting fires, and rendering emergency medical assistance, and hazards associated with fighting fires to include but not limited to; smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents, oils, airborne particulate, and toxic or caustic chemicals can occur.

Requires employee to respond and actively participate in fire suppression activities, including climbing, lifting heavy objects, pulling, stooping, and bending.

The job involves strenuous physical exertion and endurance.

On occasion works near moving mechanical parts, vibrations, in high precarious places, with the potential risk of electrical shock and is occasionally exposed to wet and or humid conditions, and extremes in temperatures.

The noise level in the work environment is usually quiet in the office setting and loud at the emergency scene.

The duties and responsibilities, physical requirements, and work environment outlined herein are intended only as an illustration of the various types of work that may be performed and the various working conditions that may prevail.

The omission of specific statements of duties or working conditions does not exclude them from this position, if the work is similar, related, or a logical assignment for the position.

SPECIAL REQUIREMENTS

- Must be 21 years of age
- Must not have had any felony convictions or disqualifying criminal histories
- Must not be delinquent on child support payments
- Must have successfully completed all entrance examinations and other testing to include National Testing Network FireTEAM Exam, certified physical ability test (CPAT), oral interview process, psychological evaluation, drug screen, background check, and driver's history check.

- Must maintain annual Emergency Vehicle Incident Prevention Program (EVIP) endorsement.
- Employee must be insurable under the district's existing vehicle and umbrella liability insurance carrier.

Approve

A handwritten signature in blue ink, appearing to read "Ben Groll".

Chairman, Board of Commissioners

North Whatcom Fire & Rescue

Date:

9/19/2024