

**Town of Ledgeview
JOB DESCRIPTION**

I. IDENTIFICATION:

Position Title: Firefighter, Driver Operator
Dept. / Division: Fire
Reports To: Lieutenant, Asst Chiefs, Chief
FLSA Status: Non-exempt
Supervises: None
Job Summary: Protect life and property by performing firefighting, emergency medical care, rescue, hazardous materials, and fire prevention duties through preparation, maintenance and response of fire department personnel, equipment, apparatus, and facilities. Firefighting and emergency medical care is highly skilled work which requires knowledge, skills and abilities which are described throughout this document.

II. ESSENTIAL FUNCTIONS:

Respond to fire, emergency medical, special rescue and other emergency and disaster incidents. Perform rescue operations by removing persons from danger, including injured or unconscious persons.

Operate apparatus and equipment, connect, drag, and carry heavy hoses over all types of terrain, including up ladders, stairs, through and over debris. Maneuver heavy nozzles and direct water streams. Raise and climb ladders. Carry and operate all fire suppression related equipment including hand and power tools.

Respond to emergency calls for specialized services such as hazardous materials, extrication, and technical rescues that include confined space, water, high angle, agricultural, trench, collapse rescues, etc.

Clean and inspect apparatus and equipment. Keep fire station, equipment and grounds in a clean and orderly condition.

Participate in training activities and instruction including fire suppression, emergency medical, fire prevention, and special operations.

Acquire and retain a thorough knowledge of the response area, including streets, buildings, water supply, and target hazards.

Perform education to the public covering fire and injury prevention and fire department equipment and facilities including, but not limited to, station tours, open houses, and school visits.

Participate in fire inspections and pre plans of buildings, hydrants, special events, and other fire prevention programs.

May if required enter data for fire, emergency medical, inspection, and training activities into the records management systems. Remain competent in the preparation of these reports and records.

Follow all rules and regulations, town and department policies and procedures, standard operating guidelines, operational procedures, general orders and directives of the municipality and fire department.

Maintain prompt, predictable and reliable attendance. Maintain the ability to lawfully operate a motor vehicle including fire vehicles.

Maintain the ability to respond to all incidents including the Wisconsin Care Givers background criminal and civil background checks.

Perform other duties as assigned.

III. KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of the principles and practices of fire suppression, EMS, special rescue, hazmat and fire prevention. Knowledge of specialized firefighting vehicles and equipment. Knowledge of current strategies for all types of fire such as commercial, residential, vehicle, vegetation, and flammable/combustible liquids. Knowledge of Uniform Fire Code for inspection purposes. Knowledge of records systems, communications equipment, and computer applications.

Skill in operating all apparatus and equipment necessary for performance of the position. Skill to communicate with colleagues, other emergency responders, and victims at the scene of an accident. Skill in the operation of equipment needed to effectively perform the duties and responsibilities of the position, including modern office equipment. Must read and speak English as a primary language.

Ability to work under extremely stressful situations, day and night, which result from fire and other emergencies, including the responsibility for remaining calm and carrying out all duties. Ability to work within a command structure requiring strict adherence to following orders. Ability to work in a team environment under extremely stressful situations. Physical ability to work in extreme conditions, including heights, super-heated and smoke-filled buildings, toxic atmospheres, cramped and difficult to enter spaces, areas of low visibility, and extreme weather conditions, while wearing heavy protective clothing and using heavy equipment. Ability to communicate effectively both orally and in writing with business representatives, elected officials, department heads, the general public, and other employees with courtesy and tact. Ability to follow oral and written instructions. Ability to establish and maintain effective working relationships with staff and the public. Ability to utilize a computer and required software. Ability to wear and use an N95 respirator and a self-contained breathing apparatus (SCBA). Ability to work the required hours of the position. Ability to work extra hours as needed. Ability to meet NFPA JPRS for firefighter and apparatus operator.

IV. MINIMUM REQUIREMENTS:

1. High School Diploma or GED

2. Certified as Firefighter II and Entry Level Driver/Operator-Pumper (Certified DO preferred)
3. Entry Level Driver Operator Required for all Drivers or CDL B with EVOC training
4. Valid unencumbered Wisconsin driver's license and safe driving record
5. Residency within a 8-mile radius from the Town Offices on Dickinson Rd. (exceptions may be given)
6. Unencumbered Criminal and civil background checks
7. Pass any pre-screen medical physical including drug test
8. Maintain ability to meet respiratory fit test requirements per 29 CFR 1910.134 as adopted by WI Admin Code SPS 330
9. Not encumbered by any legal device impeding response such as confinement, ankle tracking devices or similar
10. Meet or exceed minimum annual training department refresher requirements
11. Meet Job Performance Requirements of position as defined in NFPA and adopted by state of WI Admin Code SPS 330 and 332 for fighter and driver operator

A combination of education and/or experience may be considered.

V. PHYSICAL REQUIREMENTS:

Ability to perform the following activities:

- Climb four flights of stairs while wearing fire protective ensemble weighing at least 50 pounds or more and carrying equipment/tools weighing an additional 20 – 40 pounds
- Wear personal protective ensemble and SCBA, search, find and rescue-drag or carry victims ranging from newborn to adults weighing over 200 pounds
- Must be able to hear and have correctable vision
- Ability to run, climb, reach, apply leverage from unusual positions, enter cramped and difficult to enter spaces in low visibility and unknown dangers
- Ability to maneuver and direct heavy nozzles and fire streams, raise and climb ladders while wearing heavy protective clothing and breathing apparatus
- Ability to work in extreme environmental conditions including height, super-heated smoke and fire filled buildings, cold and noise
- Frequent standing, walking, sitting
- Ability to focus for long periods of time on projects
- Walk un assisted and without assistance devices
- Stoop, Bend, Crawl in various environments
- Handle without upset rapid movement such as in a responding vehicle
- Climb Ladders and Operate at Heights up to 100 feet.

The above is not to be construed as an exhaustive statement of duties, responsibilities or requirements. This position description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the position change. I have read the above position description and understand the duties and responsibilities of the position.

Employee Name (Please Print)

Date

Employee Signature

Date last modified: December 1st, 2021

The Town is an Equal Opportunity Employer. In compliance with state and federal law, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions listed.