

**City of Grass Valley
JOB DESCRIPTION**



**FIREFIGHTER
Lateral**

Department: Fire Department

FSLA Status: Non-Exempt

Reports To: Engineer, Captain

Unit: 8 / Classified Full-Time Position

Adopted: May 13, 1997

Revised: November 2020

SUMMARY OF JOB PURPOSE

As a member of a fire company, the firefighter responds to and takes action on fires, medical emergencies, rescues, hazardous material releases and other emergencies. The firefighter conducts fire prevention inspections, performs building and apparatus maintenance, conducts fire prevention education programs and participates in training activities.

SUPERVISION RECEIVED AND EXERCISED

Immediate supervision is provided by an Engineer or Fire Captain and under the provisions of a Joint Operations Agreement or Emergency Medical Service Agreement may be supervised by supervisors from other signatory agencies.

ESSENTIAL FUNCTIONS (includes, but not limited to listed tasks)

1. Respond to emergency incidents and function as part of a team in the suppression of fire, providing emergency medical services and other types of emergencies.
2. Operate a variety of apparatus, tools and equipment
3. Conduct daily, weekly and monthly engine inspections.
4. Perform routine cleaning and minor maintenance on fire apparatus, firefighting equipment and fire stations. Maintain maintenance and inspection records.
5. Participate in arduous physical conditioning programs
6. Drives and operates fire apparatus and other automotive equipment.
7. Wash and test fire hose, maintain records.
8. Maintain fire hydrants and keep records of hydrant related activities.
9. Perform public education and company inspections.

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QUALIFICATIONS

To perform this job successfully, a person must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill and/or ability required. Qualifications must be met at close of test application period.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge of:

1. City and Fire Department Policies and procedures
2. Firefighting principles and practices
3. Function and use of firefighting tools and equipment
4. Provision of emergency medical services at the BLS, Advanced EMT or ALS level
5. Basic all-risk Incident Command System
6. English usage, spelling, grammar and punctuation
7. Personal safety, fitness and readiness
8. Basic computer use

Ability to:

1. Perform physically demanding work for extended periods of under all types of weather conditions in dangerous and stressful conditions.
2. Function effectively in high stress conditions
3. Establish and maintain effective relationships with employees, coworkers, supervisors, victims and the general public.
4. Understand and carry out all written and oral directions.
5. Think clearly and act decisively
6. Communicate clearly and effectively in oral and written form.

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7. Accept constructive criticism.
8. Supervise personnel if directed.
9. Maintain oneself in a state of physical and mental readiness.
10. Return to work for department directed trainings or meetings.
11. Return to work on short notice for emergency incidents or circumstances.

EDUCATION AND EXPERIENCE

1. Minimum age of 18 years
2. High school diploma or General Education Degree
3. Two (2) years of full time firefighting experience required.

Alternative Experience Minimum Qualification

Three (3) years full time experience in an all risk fire agency may be substituted for the required completion of the California State Fire Marshal Fire Academy. Seasonal employment will qualify as actual time worked (ex. 1 month seasonal equals 1 month full time) toward the full- time experience requirement.

CERTIFICATES, LICENSES, REGISTRATIONS

1. California State Fire Marshal Firefighter I certificate obtained through an Accredited California State Fire Marshal Firefighter Academy.
2. Current and valid Emergency Medical Technician in California or National Registry with ability to meet current Sierra Sacramento Valley EMS requirements.
3. Possess and maintain as a condition of employment a valid California Driver's License for operations of fire apparatus.
4. Current and valid Candidate Physical Ability Test (CPAT)

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LANGUAGE SKILLS

Ability to read, write and communicate in English at a level required for successful job performance.

MATHEMATICAL SKILLS

Ability to use and understand basic mathematical concepts such as: adding, subtracting, multiplying, dividing, simple fractions and percentages.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, orally or in diagram form; analyze and resolve problems involving circumstances and or events using standardized methods or procedures.

PHYSICAL DEMANDS

Person must pass a medical examination to verify the ability to physically perform all required duties.

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.

The employee must be free from any physical, emotional or mental condition which might adversely affect the ability to perform essential job duties.

The employee must have the ability to perform those physical activities required for the execution of essential functions including, but not limited to, regular sitting, walking, standing, performing repetitive motions with hands and wrists such as regular keyboarding. The employee must have the ability to perform normal communications, including in person, two-way radio or on the telephone. The employee must also be able to crouch, kneel, stoop, twist, climb, balance, reach, grasp, push, pull, carry and lift 100 pounds of weight. The employee must be able to work in confined spaces for extended periods of time in all climates and weather.

WORKING ENVIRONMENT

May require exposure to physical hazards such as fumes, chemical and bodily fluids;

May require working in adverse environmental conditions such as inclement weather, extreme temperature, dust, noise, dim lighting, confined spaces and other conditions that may arise while performing essential functions;

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May require the ability to wear an air supply / purifying respirator.

May be required to work for extended periods without days off.

Candidates passing all components of the examination process will be placed on an eligible list for firefighter. Final selection will be made from the Eligible List by the Department Head subject to approval by the City Manager. The Department Head may utilize additional selection procedures to make a final hiring decision. Placement on an Eligible List does not guarantee employment. Prior to appointment, a thorough reference check and background investigation which includes a thorough investigation of personal history not limited to work history, education, military, arrest record, driving record, etc. will be conducted on applicants being considered for hire. Pre-employment selection will also include city-paid medical and psychological evaluations which will include a drug test. The selection process may be evaluated and revised based on the number of qualified applicants. Federal law requires that prior to employment, you must furnish proof of your identity and eligibility for employment in the United States, as required the U.S. Citizenship and Immigration Services.

GENERAL

The City reserves the right to revise or change classification duties and responsibilities as the need arises. This description does not constitute a written or implied contract of employment.

I have read and understand the contents of this job description, and I have received a copy of this job description for my records.

Print Name: _____

Signature: _____

Date: _____

This job description indicates in general the nature and levels of work, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required. The City of Grass Valley is an EQUAL OPPORTUNITY EMPLOYER.