



**JAMES ISLAND PUBLIC SERVICE DISTRICT  
DEPARTMENT OF HUMAN RESOURCES**

**POSITION DESCRIPTION**

<b>CLASS TITLE: FIREFIGHTER</b>			<b>CLASS CODE: FR09</b>	
<b>DEPARTMENT: Fire</b>			<b>PAY GRADE: 5-B</b>	
<b>REPORTS TO: Captain</b>			<b>FLSA: Non-Exempt</b>	
<b>SUPERVISES: N/A</b>			<b>REVISED: 06/30/2011</b>	
<b>COFC: 0212</b>	<b>EEO-4: E4</b>	<b>EEO Census: 374</b>	<b>JOB GROUP: 005</b>	<b>W/C: 7710</b>

**PURPOSE AND SCOPE:**

**Under the direct supervision of the Captain, maintains readiness, performs basic duties related to fire suppression, and the delivering of emergency services. Performs maintenance and cleaning duties of the fire station and fire apparatus. Performs fire prevention, training activities, and community service activities as required.**

**This position is required to report for duty and staff the designated post for all natural or manmade disasters.**

**ESSENTIAL FUNCTIONS:**

% Time (Total of Essential Functions Must Equal 100%)

25% Responds to calls and assists in the suppression of fires and the deliverance of emergency services both within the James Island Public Service District and neighboring communities as required.

25% Performs emergency response, fire prevention, and other duties under the direction of the Captain as well as operates basic firefighting, emergency response, and fire prevention equipment.

25% Removes victims from burning structures, emergency situations, and provides first responder emergency medical services until the arrival of a transport unit as needed.

25% Participates in regular formal and informal training sessions and drills.

100% = Total Essential Functions

**MARGINAL FUNCTIONS:**

- Performs simple maintenance on firefighting vehicles, including maintaining cleanliness of the vehicles, checking lubricants, tire, and water pump pressures.
- Maintains cleanliness of Fire Stations, grounds, and training areas.
- Cleans and maintains firefighting equipment.

- Maintains cleanliness of uniforms and issued personal protective equipment.
- May escort tour groups that visit the fire station or otherwise lead fire prevention activities at schools, churches, or other fire prevention functions.
- Performs other duties as required.

### **EQUIPMENT:**

Machinery/equipment used to perform Firefighter functions, i.e., personal protective equipment, scba, firefighting hose, hose nozzles smoke ejector, gas powered tools and fans, gas/diesel powered generators and tools, axes, pry bars, ladders of varying lengths, pike poles, shovels, chisels, crow bars, saws, hydrants, electronic monitoring equipment, handheld and mobile radios, emergency medical equipment, AED, extrication tools, firefighting apparatus, telephone, computers, training materials, maps, and many other equipment or supplies necessary for emergency situations.

### **WORKING CONDITIONS:**

Working inside and outside in extreme/varying weather conditions. Subject to extreme heat or temperature sufficiently high to cause marked bodily discomfort. Subject to temperature changes-variations in temperature, which accompany extreme, heat and are sufficiently marked and abrupt to cause bodily reactions. Subject to wet and humid conditions- contact with water or other liquids and atmospheric conditions with moisture content sufficiently high to cause bodily discomfort. Subject to atmospheric conditions- one or more of the following conditions may affect the respiratory system or the skin. FUMES, ODORS, DUSTS, MISTS, GASES, or POOR VENTILATION. Subject to high levels of noise and vibration either constant or intermittent. Subject to placement in mentally stressful situations. Working in confined spaces, such as storm sewers or working in high places, such as ladders.

**PHYSICAL DEMANDS CATEGORY:**

**VERY HEAVY.** Defined in the Dictionary of Occupational Titles as jobs requiring occasional lifting over 100 lbs., frequent lifts over 50 lbs., constant lifts over 20 lbs., and a MET level over 7.5.

**PHYSICAL JOB DEMANDS:**

	<b>Not Required</b>	<b>Infrequent</b>	<b>Occasional</b>	<b>Frequent</b>	<b>Constant</b>
		<i>Not on Daily basis</i>	<i>0-33% of shift, 1-100 repetitions</i>	<i>33-66% of shift, 100-500 repetitions</i>	<i>67-100% of shift, 500+ repetitions</i>
<b>Standing</b>				X	
<b>Walking</b>				X	
<b>Lifting</b>			75 – 150#		
<b>Carrying</b>			75 – 150#		
<b>Push/Pull</b>			75#		
<b>Climbing</b>			X		
<b>Balancing</b>			X		
<b>Bending</b>			X		
<b>Kneeling</b>			X		
<b>Crawling</b>			X		
<b>Reaching</b>			X		
<b>Handling</b>				X	
<b>Squatting</b>			X		
<b>Sitting</b>			X		

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Ability to carry out complex oral and written instructions.
- Ability to perform well under stressful situations.
- Ability to perform difficult tasks requiring strenuous physical exertion and to exert in excess of 100 pounds of force.
- Establish effective working relationships with colleagues, supervisors, instructors, and the general public.
- Ability to work on a shift basis.
- Knowledge of basic techniques of fire suppression.
- Knowledge of rescue and emergency medical techniques.
- Knowledge and use of self contained breathing apparatus and personal protective equipment
- Skilled in operation of firefighting, extrication, and fire prevention equipment.
- Ability to effectively communicate by 2-way radio

## **EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:**

- Must be at least 18 years of age;
- Must possess a valid driver's license;
- Must have a high school diploma or GED.
- Must possess the following South Carolina Fire Academy, International Fire Service Accreditation Congress, American Heart, or equivalent certifications prior to appointment to Firefighter position:
  - First Responder
  - AED/CPR
  - SCFA 1152 Basic Interior Firefighter
  - SCFA 1153 NFPA Firefighter I
  - SCFA 1154 NFPA Firefighter II
  - SCFA 1136 Flammable Liquids and Gases Firefighting
  - SCFA 2147 Incident Command System
  - SCFA 2722 HAZMAT Operations
  - SCFA 3330 Basic Auto Extrication

Should possess the following South Carolina Fire Academy, International Fire Service Accreditation Congress, American Heart, or equivalent certifications within one year of appointment to Firefighter position:

- SCFA 1139 Rescuing the Rescuer
- SCFA 1140 Rapid Intervention Team
- SCFA 1160 Truck Company and Support Operations
- SCFA 1210 Emergency Vehicle Driver Training
- SCFA 3390 Confined Space Entry Operations
- FEMA IS-700 NIMS (Introduction)
- FEMA IS-100b (Introduction to Incident Management System)
- FEMA IS-200 (Basic ICS)
- FEMA IS-800b (National Response Framework)
- South Carolina Class E Driver's License

## **NOTES:**

The listing of the essential functions in this class specification is representative, not exhaustive. It is not necessarily a detailed description of all work responsibilities, and it does not give exclusive title to every function described. The indicated percentages of time are intended to be a meaningful representation but may vary.

All employees entering into this position title on or after September 1, 2010 will be required to possess the position requirements as specified on this document.

Job performance must conform to all District policies/procedures and Fire Department SOG's.

**MANAGEMENT REVIEW/APPROVAL SIGNATURES:**

_____	_____
Department Head Review	Date
_____	_____
Human Resources Review	Date
_____	_____
<b>DISTRICT MANAGER'S APPROVAL</b>	<b>DATE</b>

I certify that I have received a copy of this Position Description:

\_\_\_\_\_  
Employee's Name – Please Print Legibly

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

*James Island Public Service District is an Equal Opportunity Employer, an At-Will Employer, and a Drug-Free Workplace*