

NORTH HAINES VOLUNTEER FIRE DEPARTMENT Inc.
FIREFIGHTER JOB DESCRIPTION

Position Summary

Firefighting requires skill in combating and extinguishing fires, performing rescues and preventing unnecessary damage, and in operating and maintaining Fire Department equipment, apparatus, and facilities.

The position involves extensive training in the operation of apparatus, tools and equipment, performance of hazardous tasks under emergency conditions, which may require strenuous exertion under such handicaps as smoke and cramped surroundings and in the inspection of buildings for fire hazards to prevent fires from starting.

Firefighters are also called upon to perform other service tasks, including administering emergency medical services (EMS) to the sick or injured; helping the victims of fires, accidents, or disasters; educating the public on safety practices; and repair and maintenance of apparatus, equipment, and facilities.

1. Characteristic Work of the Position:

- A. Definition: This work is performed at a professional level in the fields of prevention, suppression, EMS, rescue, training, and public fire safety education.
- B. Nature: Under the supervision of a fire department officer or senior firefighters perform such duties and activities as may be required by the codes and ordinances, State statutes, and rules and regulations of the Fire Department.

2. Fundamental Job Duties:

- A. Attend training courses, read and study assigned materials related to fire prevention, suppression, EMS, hazardous materials, and rescue.
- B. Respond to alarms per the Department Standard Operating Guidelines, lay and connect hose, maneuver nozzles, and direct fire streams, raise and climb ladders, use extinguishers, protective clothing, breathing apparatus, and forcible entry tools.
- C. Ventilate buildings by opening windows and skylights or by cutting holes in roofs and floors,
- D. Perform rescue operations in a team setting.
- E. Perform salvage operations (loss control) by placing salvage covers, controlling water damage and removing debris.
- F. Perform medical first responder services, which includes administering emergency medical treatment to the sick or injured, and helping the victims of fires, accidents, or disasters.
- G. Participate in department drills and attend outside courses in fire prevention, suppression, EMS, hazardous materials, and rescue techniques.
- H. Relay instructions, orders and information, and know response routes and locations of major structures and residential areas within the protection district.

- I. Perform general maintenance work in the upkeep of Fire Department apparatus equipment and property. This includes monthly apparatus maintenance.
- J. Perform related work as required or directed to do so by a department officer.

3. Ancillary Job Responsibilities:

- A. Perform assigned duties
- B. Drive and operate fire apparatus under special instructions and limited qualifying conditions.
- C. Perform assigned public relations and education duties, and actively participate in department fundraising activities.
- D. Learn new skills as necessary to perform additional duties or new services when implemented by the fire department.

4. Essential Knowledge, Skills, Abilities and Qualifications:

- A. Ability to establish and maintain effective working relationships with other members of the Fire Department, community officials, and the general public.
- B. Ability to learn the location of streets, the nature and location of hazardous premises, principal buildings and residential areas, fire alarm reporting equipment, and hydrant or other water source locations.
- C. Ability to learn a wide variety of firefighting and EMS duties and skills within a reasonable working test period.
- O. Ability to understand and follow oral and written instructions.
- E. Skill in operating large, heavy fire apparatus and fire pumps under special instructions and limited qualifying conditions
- F. Knowledge and appropriate application of Fire Department Standard Operating

5. Special Requirements

- A. Successful completion of the South Dakota Certified Firefighter Course, including Basic First Aid and CPR; and the South Dakota Certified wildland Firefighter Course, or equivalent of any of these classes.
- B. Maintain active fire department status as outlined in the Fire Department by-laws and Standard Operating Guidelines.
- C. Must be at least 18 years of age, and must possess a valid Vehicle Operators License.

Nondiscrimination All positions and promotions within the ranks of the North Haines Volunteer Fire Department will be filled per the Equal Rights Act with no discrimination shown based on race, religion, color, sex, age, national origin or disability,