

Washington Township Fire District

JOB DESCRIPTION FIRE FIGHTER

Washington Township Fire Fighters are directly responsible to their assigned supervisor and are expected to follow orders of superior officers, promote cooperation and work extensively with volunteer fire fighters, and assist other fire district personnel as required for the efficient operations of the fire department.

Fire Fighter responsibilities of Washington Township Fire District #1 are as follows:

General Duties

1. Report to designated duty station for assigned tour of duty, respond to fire alarms, perform fire suppression activities as assigned and/or as necessary, perform other emergency response activity as assigned, and when not engaged in such activity, perform necessary tasks involving the cleaning and maintaining of fire equipment, apparatus, fire district buildings, and other fire district property. Perform other related work as required.
2. Begin assigned duty by attending roll call, briefings, inspecting assigned response equipment, inspecting and placing turn-out gear in appropriate location for expeditious response.
3. Assists the district fire official and other fire inspectors in the enforcement of the Uniform Fire Code, promotes fire safety in the community, and performs other fire prevention activity as necessary.
4. Assists the district mechanic and other district personnel with equipment and apparatus maintenance under direction and as necessary.
5. Attend training classes, courses, drills, and other functions as required or necessary.
6. Performs any other duties as assigned, for the fire district, as required.

Fire Fighting Duties

1. Responds to reports of fires, fire alarm system calls, and other types of related emergencies.
2. Extinguishes various types of fires utilizing fire fighting equipment provided and applying knowledge of fire types and appropriate fire fighting techniques.
3. Climbs and operates from all fire department ladders without debilitating fear of height, using proper climbing techniques, dismounting and attaching safety equipment, and ability to maintain balance on ladder, in order to effect a rescue and to deliver equipment or water to the fire scene.
4. Loads equipment on vehicles, using knowledge of department procedures, in order to facilitate efficient removal when needed.
5. Drives apparatus according to department and government rules and regulations, using knowledge of operating a specific vehicle and its handling characteristics and knowledge of vehicle clearances, in order to reach scene of emergency quickly and safely.
6. Utilizes best route to scene of emergency using knowledge of routes of other responding apparatus and knowledge of streets and information regarding temporary obstructions, repairs, etc., in order to minimize delay in initiating fire fighting procedures.
7. Maneuvers apparatus at fire scene, under direction or by selecting optimal fire fighting position, considering requirements of other responding companies, and using knowledge of hydrant locations and capacities, in order to maximize department's fire fighting capabilities.
8. Maintains radio communications with emergency personnel, by listening to and interpreting messages and relaying information, in order to facilitate fire fighting and rescue operations.
9. Operates fire pumps in accordance with department operating procedures in order to provide proper nozzle pressure for each hose line being supplied, using hydraulic formulas, knowledge of number of hose lines being supplied, types of nozzles being utilized, length and relative elevation of each, pressure gauge reading for each, friction loss for hose and any other special applications.
10. Operates fire pumps in accordance with safety procedures in order to protect fire fighters and equipment by chocking wheels, setting

pump pressure relief devices, monitoring tachometer, and monitoring intake and discharge gauges.

11. Drafts water from static sources when water mains are not available or are inadequate, in order to supply fire hose lines by laying and coupling hard suction hoses, priming pump, and operating pump panel in accordance with proper procedures.
12. Troubleshoots pump operations in order to maintain adequate water supply by replacing or making temporary repairs to damaged hose, hooking to an alternate source of water, or requesting assistance as necessary.
13. Locates and exposes hidden structural fires, using knowledge of building construction and accepted fire fighting techniques, using appropriate tools, in order to prevent the spreading of a fire or a rekindling.
14. Operates fire department aerial apparatus by stabilizing with wheel chocks, hydraulic jacks, and/or outriggers, in order to prevent truck from rolling or tipping, in accordance with proper operating procedures.
15. Operates fire department aerial apparatus in accordance with safety procedures in order to protect fire fighters and equipment.
16. Raises, lowers, and maneuvers fire department aerial ladders or other aerial devices using knowledge of operating controls, recognizing potential hazards in position of aerial device, and its handling characteristics, in order to provide necessary functions.
17. Raises, lowers, and positions various types of ground ladders in order to assist in fire suppression, rescue, or other related service.
18. Operates master stream appliance or deluge gun, in order to deliver a large volume of water, by connecting appropriate hose lines if necessary, and stabilizing appliance, and aiming nozzle properly.
19. Operates portable generating equipment in order to provide electrical power when needed, using knowledge of proper operating procedures and use of various electrical appliances.
20. Promotes personal safety by wearing protective gear in order to maintain fire fighting capabilities.
21. Maintains logbooks of various department activities by recording information such as times and nature of alarms, units responding, arrival and available times. Records names of visitors, phone calls, times and nature of any unusual events, in accordance with department policies or procedures.

22. Inspects and maintains equipment inventories including; first aid supplies, foam supplies, batteries, hand tools, spill equipment, etc. Replaces equipment as necessary and records disbursement.
23. In absence of superior authority, takes command of crew at emergency scenes and provides direction as required.

Emergency Medical and Rescue Duties

1. Assists victims/patients at emergency scenes by administering emergency medical care/treatment in accordance with department procedures and current standards of care to prevent further injury, illness, reduce shock, reduce pain, prevent infection, and restore breathing & circulation, including, but not limited to, performing CPR.
2. Operate and utilize appropriate emergency medical and rescue equipment in accordance with proper procedures.
3. Perform rescue operations by searching for victims, identifying searched areas, and guide, remove or carry victims from danger in order to prevent or reduce injury or death.
4. Utilizing appropriate tools and equipment, force entry into grounds, buildings, elevators, damaged vehicles, engulfment hazards, confined spaces, etc., to reach emergency location and to search for or free victims.

Inspection/Fire Prevention Duties

1. Assists the fire official and fire inspector in enforcing the Uniform Fire Code by performing various inspections for which qualified.
2. Cooperates with other inspectors, or other officials in performing a variety of code enforcement for general public safety.
3. Prepares inspection reports and notices of violations and penalty orders as directed.
4. Inspects public and private fire hydrants for compliance with codes and regulations and for effective use by the fire department.
5. Participates and provides various fire safety demonstrations and fire prevention work to students, business, and the community at large.
6. Investigates fires and fire related incidents to determine origin, cause, spread, and other factors when assigned.
7. Utilizes electronic data collection systems including, but not limited to, computer datum bases.

8. Promotes community fire prevention activities by conducting fire drills, demonstrating fire apparatus, and demonstrating fire safety practices to the community at various events and facilities.
9. Learns characteristics of fire district through observation and other techniques during neighborhood inspections, tours, and while delivering community emergency service.
10. Provides effective and courteous community service by answering questions for directions, and assisting the public as necessary.
11. Promotes positive community relations.

Maintenance Duties

1. Assists the chief mechanic in performing district maintenance activities under direction as necessary.
2. Maintains firehouses and grounds by performing typical household chores and maintenance activities in order to provide generally pleasant, safe, and sanitary living conditions.
3. Makes minor repairs to firehouses using knowledge of elementary plumbing, carpentry, and electricity, using appropriate hand tools.
4. Performs necessary service/maintenance on fire department vehicles, or notifies appropriate personnel, using standard procedures, in order to ensure response readiness.
5. Checks, cleans, and maintains all tools and equipment on fire apparatus as necessary, ensuring tools and equipment are in their proper location and in working order.
6. Checks, cleans, and maintains air packs in accordance with proper procedures, to ensure in proper location and working order.
7. Maintains and tests fire hose to ensure readiness for use.
8. Maintains and tests fire department ground ladders to ensure readiness for use.
9. Assists in performing fire pump tests on fire department apparatus in accordance with department procedures.
10. Assists in performing aerial apparatus tests on fire department apparatus in accordance with department procedures.

Note: The listed job description describes examples of work. An individual assigned this title may not necessarily be assigned to perform all duties listed, conversely, all work assigned may not be listed.

ACKNOWLEDGING THE ESSENTIAL FUNCTIONS OF A FIREFIGHTER

As a firefighter, you may be called upon to perform many ESSENTIAL functions. Some, but not all of which are listed below;

Sign each page indicating you have read the essential functions.

- Walk, sometimes for long periods of time, in extreme weather conditions, in physically hazardous locations.
- Run, sometimes sprinting at a high rate of speed for a short distance, in extreme weather conditions, in physically hazardous locations.
- Ascend and/or descend stairs and ladders.
- Climb over, pull up over, and jump over obstacles.
- Jump down from elevated surfaces or areas.
- Climb or crawl through openings.
- Crawl under obstructions or in confined areas.
- Balance on uneven or narrow elevated surfaces.
- Use body force, with or without heavy tools, to gain entrance or break through barriers.
- Push objects or persons.
- Pull objects or persons.
- Lift and carry objects or persons.
- Drag objects or persons.
- Sit or stand for long periods of time, in extreme weather, in hazardous locations.
- Swim, ride upon or operate a boat in open waters.
- Operate a motor vehicle during the day or night, in emergency situations, at various rates of speed, on the open road or in congested traffic, in unsafe conditions caused by factors such as fog, smoke, rain, ice or snow, natural and manmade disasters, and during times of civil unrest.
- Observe, record, recall, and report incidents and information.
- Administer first aid to other persons.

Signature of Applicant

Date

ACKNOWLEDGING THE ESSENTIAL FUNCTIONS OF A FIREFIGHTER

- Operate fire apparatus, hoses, extinguishers, utilize numerous heavy tools and equipment.
- Wear uniforms, heavy, hot and uncomfortable safety clothing.
- Work rotating shifts, adapt to irregular working hours and conditions, go for long periods without rest room or eating facilities.
- Maintain mental alertness and readiness to act, even during periods of calm and inactivity.
- Identify, collect, label, secure and preserve evidence at a fire scene.
- Secure the scene of a crime, fire emergency or disaster.
- Stand guard at the scene of a fire, crime, emergency, or disaster to prevent damage, loss or injury.
- Secure and evacuate persons from particular areas, using either verbal commands or the appropriate degree of physical force.
- Perform rescue and support functions at the scenes of fire, accidents, emergencies and disasters.
- Physically secure buildings, including doors, windows, walls and other openings.
- Perform searches of buildings, large outdoor spaces, confined spaces, vehicles and vessels for missing, injured or lost persons which may involve seeing, feeling, smelling, and detecting objects.
- Understand and follow orders, policies, procedures and programs as directed by the Fire Administration.
- Accept direction, and function cooperatively as one member of a unit.
- Communicate effectively, verbally, and in writing, detailing incidents, activities and conditions to others.
- Prepare written reports, including pre-plans, accident reports, apparatus, building and equipment reports, using appropriate grammar, symbols, and mathematical calculations.
- Read and comprehend documents, orders, memorandums and training materials.

Signature of Applicant

Date

ACKNOWLEDGING THE ESSENTIAL FUNCTIONS OF A FIREFIGHTER

- Communicate effectively and coherently over telephone, walkie-talkie, radio, initiating or responding to verbal communications.
- Communicate effectively in legal hearings and other official formal settings.
- Communicate effectively with people, including juveniles in an agitated or distraught condition, by giving information and direction, be eliciting information, and by advising of processes and procedures.
- Integrate individual activities and goals with the efforts of other members of the fire service for the promotion of common goals and objectives.
- Gather information by observation, visual inspection and oral communication; determine what information is significant: assess a situation based on that information: and exercise independent judgment to make decisions concerning choice of action and equipment.
- Perform a variety of tasks involving different and sometimes contrasting skills in rapid succession during a short period of time.
- Endure verbal, mental, and physical abuse, including threats, taunts and insults of self, family, and fellow firefighters.
- Withstand exposure to and deal appropriately with stress involved in dealing with hostile views, opinions, and behavior in antagonistic settings with crime victims, fire victims, accident victims, disaster victims and their families.
- To work in the worst of conditions, spend long periods of time away from home and family.
- Perform all expected duties in hot or cold, poorly lit or dark, confined spaces for long periods of time.
- Perform all duties in the heat of the summer, and the cold of the winter with little protection from the elements.
- Depend upon your corrected, or uncorrected vision as well as your peripheral vision to assist you in the operation of fire apparatus, and in the performance of your duties.
- To calmly operate in the heat of fire, performing the duties necessary to extinguish the fire and save lives and property.
- To wear and work in heavy and restrictive self contained breathing apparatus and it's attached face mask.
- Maintains a working knowledge of department operating procedures and policies.
- Attends training sessions, drills, additional education, and further training in order to maintain certifications, and to obtain new certifications.

Signature of Applicant

Date