

	<b>Firefighter Position Description</b>		
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Reviewed:	Assistant Chief Randall S. Trull	Approved By:	Chief David F. Emanuel <b>DE</b>

## 1. PURPOSE:

1.1 This position description is established by the Durham Fire Department to outline the basic requirements, duties, and general responsibilities of the firefighter position.

## 2. POSITION SUMMARY:

2.1 The primary function of a firefighter is focused on service to and interaction with the community citizens, businesses, and visitors. The firefighter is responsible for providing fire suppression and control, fire prevention, emergency medical services, specialized rescue services and public information/education related to emergency services.

2.2 Their work is performed under the direct supervision of a shift officer; however, the employee is empowered to act within spirit of the department's overall mission in the absence of a department officer.

## 3. DUTIES AND RESPONSIBILITIES:

3.1 Firefighters are emergency service personnel who are first responders for fire suppression and control and respond to emergency medical service requests as well as various types of other emergency incidents.

3.2 Responsible for maintaining, training, and developing firefighting skills, emergency medical skills, and rescue skills.

3.3 Responsible for accurate and complete paperwork including, but not limited to, fire reports, medical reports, daily journal log entries, vehicle check sheets, supply requests, injury reports, broken/lost equipment, and accident reports.

3.4 Responsible for identifying training needs, equipment needs, and continuing education relevant to maintaining the firefighter's role.

3.5 Works under the direct supervision of the shift officer in the command structure of the shift to which he/she is assigned.

3.6 In the absence of an officer, the firefighter has latitude to exercise independent judgment, personal initiative, and leadership in assigned duties within the guidelines of department policies, rules and regulations, and applicable laws.

3.7 The firefighter assists the shift officer in carrying out all department policies, rules and regulations, and standard operating guidelines (SOG's).

3.8 Works as part of a team in a positive and collaborative manner to accomplish the goals and objective of the department.

3.9 The firefighter may serve as the initial incident commander on scene until relieved by a ranking officer and is responsible for taking command of emergency situations until such time as a higher-ranking officer may arrive and assume command.

3.10 Responsible for the safe and efficient operation of all equipment and apparatus assigned to him/her. May initiate repairs and/or report repairs needed to equipment and apparatus according to department procedures.

3.11 Responsible for station cleanliness for areas assigned.

3.12 Participates in seminars, conferences, and training courses to keep abreast of technological advancements in firefighting, emergency medical services and rescue activities as required.

3.13 May provide recommendations to officers regarding new equipment purchases, in house training sessions, and any other related areas, as requested.

3.14 Responds in a timely fashion when called back to duty, if available.

3.15 Perform public relations and public education activities which include, but not limited to, station tours, apparatus tours and CPR training.

3.16 Participates in pre-fire planning in reviewing target hazards and establishing actions to be taken at the time of the incident.

3.17 Performs other related duties as required

#### **4. QUALIFICATIONS:**

##### **4.1 General:**

4.1.1 Demonstrate ability to communicate effectively both orally and in writing.

##### **4.1.2 Knowledge of:**

4.1.2.1 Applicable Laws and Regulations

4.1.2.2 Collective Bargaining Agreement

4.1.2.3 Electronic Computer Software

4.1.2.4 Strategy and Tactics

4.1.2.5 Fire and Emergency Medical Needs

#### 4.2 Examination:

4.2.1 Must successfully complete and pass all written and practical/ oral assessments prescribed by the Durham Fire Department.

#### 4.3 Experience:

4.3.1 No previous experience is required unless specifically indicated in the provisions of the hiring process.

#### 4.4 Education:

4.4.1 Hold a high school diploma or recognized equivalent.

#### 4.5 Certificate or Licenses:

4.5.1 Possession of a valid commercial driver's license

4.5.2 New Hampshire Certified Firefighter II

4.5.3 Nationally Registered Advanced Emergency Medical Technician

#### 4.6 Other:

4.6.1 Complete all requirements of the Probationary Firefighter program.

### **5. PHYSICAL, MENTAL, ENVIRONMENTAL AND OTHER CONSIDERATIONS:**

5.1 Strength and Mobility. Requires mobility to move to and from various points within the department facilities and within an outdoor environment. Must possess the ability to lift items more than one hundred (100) pounds occasionally and up to fifty (50) pounds frequently.

5.2 Mental. Must be capable of functioning in a work environment with a high level of mental stress and pressure.

#### 5.3 Other Considerations:

5.3.1 This position requires standing, running, walking, sitting, kneeling, stooping/bending, lifting, squatting, pushing, pulling, crawling, jumping, sliding, climbing, pinching, gripping, digging, spraying, reaching over head, reaching away from body, and repetitive motion.

5.3.2 Will be required to work in all weather conditions and in extreme temperatures below zero degrees (0 degrees) Fahrenheit and in excess of one hundred degrees (100 degrees) Fahrenheit.

5.3.3 Work may be performed under dangerous, hazardous, and adverse conditions, including, but not limited to, weakened structures, slippery and uneven surfaces, proximity to moving mechanical equipment, burning structures, broken glass or other materials, electrical currents, high places, and confined spaces.

5.3.4 Work may result in exposure to contaminated environments including but not limited to, hazardous materials, smoke, gases, chemicals, fumes, odors, mists, and dusts.

5.3.5 Work may result in exposure to blood-borne pathogens, infectious diseases, and illnesses, such as Hepatitis A, B or C, HIV, tuberculosis, smallpox, COVID-19, etc.

5.3.6 Work may result in exposure to high noise levels requiring the wearing of hearing protection.

5.3.7 This position requires the ability to read, write, speak, and understand the English language at a level adequate to perform the job.

5.3.8 This position will involve periods of high physical, mental and/or emotional stress.

5.3.9 Meet New Hampshire minimum standards for firefighter, and the physical ability to work while wearing protective equipment including self-contained breathing apparatus.

5.3.10 Strenuous physical activity under extreme adverse conditions will be required frequently.