



WHITE LAKE TOWNSHIP FIRE DEPARTMENT JOB DESCRIPTION

FIREFIGHTER (CAREER DIVISION)

Non-Exempt

GENERAL RESPONSIBILITIES

Respond with their assigned unit to fire alarms, emergency medical situations, and other natural or man-made emergencies as required; participate in fire prevention activities; perform fire suppression activities in the protection of life and property against the hazards of fire; provide pre-hospital emergency medical care to the ill and injured; operate and assist in maintaining fire apparatus, firefighting equipment, and facilities; and to perform related work as required.

SUPERVISION RECEIVED

Work is performed under the supervision of a Fire Sergeant or other superior officer.

ESSENTIAL JOB FUNCTIONS

An employee in this classification may be called upon to do any or all of the following.

- Respond as ordered to fire alarms with assigned unit, handle and safely operate various types of hose lines, nozzles, fire extinguishers, hand and power tools, erecting of ground ladders, and water systems required for fire extinguishment.
- Assist with fire extinguishment, forcible entry, ventilation, rescue, salvage, and overhaul operations.
- Drive and operate fire apparatus, EMS vehicles, and other vehicles as assigned.
- Respond as ordered to emergency medical alarms with assigned unit.
- Provide emergency pre-hospital medical care involving the application/use/operation of:
 - Resuscitation equipment
 - Suction equipment
 - Extrication equipment
 - Oxygen delivery equipment including inhalers
 - Defibrillation equipment
 - Blood glucose meters
 - Pulse oximeters
 - Mechanical CPR devices
 - First aid equipment and supplies
 - Dressings, bandages and splints
- Participate in drills and department training programs.
- Participate in fire prevention activities.

- Perform general cleaning, maintenance, and minor repairs of fire apparatus, firefighting equipment, and fire stations.
- Perform office duties including completion of reports, correspondence, forms, and records as required.
- Operate telephone systems, radio systems, and other alarm systems as required.
- Respond as ordered to technical rescue incidents providing trench rescue and confined space rescue services commensurate with level of training.
- Prepare meals, wash dishes, and maintain fire station kitchen area as assigned.
- Perform any/all duties assigned by the Fire Chief.

PRIMARY RESPONSIBILITIES

Be able to perform the essential job functions with or without reasonable accommodations.

- Communicate effectively over Fire Department radio channels while initiating and responding to radio communications, often under adverse conditions such as siren usage and vehicle operations.
- Communicate verbally and effectively by listening to people and by giving information, directions, and commands.
- Conduct searches of buildings and large outdoor areas which may involve walking and/or standing for long periods of time and which requires the ability to distinguish color, odors, and perceive shapes.
- Conduct visual and audio observations and maintain situational awareness.
- Enter and exit vehicles quickly to perform rescue operations or answer emergency calls.
- Exercise independent judgement, within legal and departmental guidelines, to determine when there is undue danger and report the dangerous condition to their supervisor.
- Gather information by interviewing and obtaining the statements of victims, witnesses, and informants.
- Operate an emergency vehicle during both the day and night; in emergency situations involving speeds in excess of posted limits while exercising due care and caution, and in exception to traffic control devices and in congested traffic, and in unsafe road conditions and environmental conditions such as fog, smoke, rain, ice, and snow.
- Operate firefighting equipment, mechanical equipment, and tools. Pull/drag hose lines, use rope and tie a variety of fire service knots.
- Operate and use Fire Department self-contained breathing apparatus.
- Perform Fire Department functions while working various shifts and unanticipated overtime.
- Perform tasks which require lifting, carrying, or dragging people or heavy objects while performing rescue or general firefighting functions.
- Perform patient assessment which involves touching (palpation) and vocal communication to detect possible injuries or medical conditions.
- Prepare various forms and other reports, using appropriate grammar, punctuation, symbols, and mathematical computations.
- Read and comprehend rules, regulations, policies, procedures, and the law for purposes of ensuring appropriate firefighter behavior/response and performing activities involving the public.
- Use bodily force to gain entrance through barriers to investigate and/or rescue.
- Be able to follow instructions.
- Be willing to perform and complete assigned tasks.
- Be able to work effectively with other employees.
- Be able to perform a high amount of physical activity for a short duration of time and possess the stamina needed for extended emergency incident operations.

QUALIFICATIONS FOR APPOINTMENT

- Upon appointment the candidate shall have complied with all requirements of employment as established by the Charter Township of White Lake Civil Service Commission.

EDUCATION AND MINIMUM QUALIFICATIONS

- Must be 18 years or older at the time of employment. Must possess, or be able to obtain by time of hire, a valid State of Michigan driver's license.
- Must successfully pass a drug test, physical and psychological evaluation.
- Must be able to read and write the English Language.
- Must be of good moral character and of temperate and industrious habits.
- Must be able to learn the applicable laws, ordinances, departmental rules and regulations and general orders.
- Must be able to perform work requiring good physical condition.
- Must be able to communicate effectively orally and in writing.
- Must be able to establish and maintain effective working relationships with subordinates, peers and supervisors.
- State of Michigan FF I & II Certificate
- State of Michigan EMT License (Paramedic License preferred)

PHYSICAL REQUIREMENTS

Physical requirements include but are not limited to:

- Climb over obstacles, through openings, up and down ladders.
- Jump down from elevated surfaces and/or over obstacles, ditches and streams.
- Crawl in confined areas to search, investigate, and/or rescue.
- Operate firefighting equipment, mechanical equipment and tools.
- Pull/Drag hose lines.
- Use Rope and tie a variety of the fire service knots.
- Operate emergency vehicle in both day and night emergency situations.
- Perform tasks which require lifting, carrying, and/or dragging people and/or heavy objects.
- Stand for long periods of time.
- Read, write, type and answer phones.
- Bend, stoop and/or squat.
- Perform two-handed work.
- Work alone.
- Breathe, work, and function while using SCBA (self-contained breathing apparatus) and full firefighting protective gear.

Examples and information above are not totally inclusive of all the job requirements, job functions and tasks a Career Division Firefighter may be expected to perform. Examples above are also not inclusive of all duties that may be assigned as necessary. Employees holding this position are expected to maintain and update knowledge in job-related skills, office procedures, and office equipment.