

**Job Title:** Firefighter/First Responder  
**Department:** Fire  
**Reports to:** Sergeant

**FLSA:** Non-Exempt  
**Adopted:** 4/9/13

**Job Summary:** This position performs fire fighting work in combating, extinguishing and preventing fires; provides emergency medical care to the sick and injured; and maintains equipment and apparatus.

**Major Duties:**

- Responds to fire alarms and other emergency calls such as medical emergencies, traumatic emergencies and motor vehicle accidents;
- Extinguishes and controls fires and protects property from smoke damage;
- Places equipment, lays and connects hoses, operates high-capacity pumps and directs water streams; raises and climbs ladders; uses safety belts, lines and hooks;
- Participates in training drills; attends school and departmental classes on fire fighting, hydraulics, first aid, fire equipment and apparatus construction and operation;
- Services and operates all department equipment and apparatus; performs necessary maintenance, testing and care of fire hoses, trucks, ladders and auxiliary equipment and apparatus;
- Provides operating and procedural information to the public and school groups; performs incident activity data entry in computers; responds to hazardous materials incidents, provides necessary support activities;
- Attends required training programs; reads necessary manuals, books, etc.; practices skills and techniques; completes required proficiency tests; participates in regular classes on firefighting emergency medical techniques, rescue, equipment maintenance and related subjects;
- Responds as part of team when incident occurs; operates assigned equipment at fire scenes, involving laying and connecting hoses; holding nozzles and detecting fire streams; raising and climbing ladders; using chemical extinguishers, lines and other equipment;
- Provides emergency medical assistance at incidents;
- Performs pre-fire planning of assigned establishments;
- Operates City vehicles and equipment in performance of duties;
- Performs other related duties as required.

**Knowledge Required by the Position:**

- Knowledge of City Fire Codes and related ordinances;
- Knowledge of modern firefighting principles, practices and methods;
- Knowledge of firefighting equipment including personal protective equipment;
- Knowledge of hazard identification and correction including escape route planning;
- Knowledge of behavior and mechanics of various types of fire;
- Knowledge of principles of hydraulics applied to fire suppression;
- Knowledge of the street system and physical layout of the City;
- Knowledge of emergency care methods, techniques and equipment;
- Skill in operating heavy emergency equipment;

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- Skill in the use of tools, equipment and apparatus to fight fires, rescue or provide emergency medical care;
- Skill in operating a computer;
- Skill in effective and efficient oral and written communication;
- Ability to understand and follow written and oral instructions;
- Ability to establish and maintain cooperative relationships with fellow employees and the public;
- Ability to perform duties in a safe and effective manner under stressful situations and conditions;
- Ability to perform fire prevention building inspections and building familiarization activities;
- Ability to perform heavy manual labor;
- Ability to maintain required licenses and certifications;
- Ability to establish and maintain cooperative relationships with fellow employees and the public.

**Supervisory Controls:** Work is assigned by Sergeants in terms of Fire department goals and objectives.

**Guidelines:** Guidelines include federal, state and local fire safety rules, regulations, policies, procedures and standards and Georgia Basic Firefighter course curriculum for Firefighter I.

**Complexity:** Work requires analysis and judgment in accomplishing diversified duties. Work requires the exercise of independent thinking within the limits of guidelines, policies, standards, and precedents.

**Scope and Effect:** The purpose of this position is to protect lives and property through fire suppression activities, fire prevention and safety activities, and education. Successful performance results in increased public safety and decreased property loss.

**Personal Contacts:** Contacts are typically with co-workers, fire and emergency victims, other emergency personnel, and the general public.

**Purpose of Contacts:** Contacts are typically to give and exchange information, resolve problems, and provide services.

**Physical Demands:** The work is typically performed while standing, walking, bending, crouching and stooping. The employee must frequently lift light and heavy objects, climb ladders, use tools and equipment requiring a high degree of dexterity, and able to distinguish between shades of color.

**Work Environment:** Most Firefighter work is performed in various indoor and outdoor settings including living quarters and office areas. Varying work schedules are required. Hazardous tasks performed under emergency conditions may require strenuous exertion under such handicaps such as limited visibility, exposure to hazardous or toxic chemicals or gases, extremes in

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temperature, cramped surroundings, and contact with death, emotional stress, trauma, contagious disease and terminal illnesses. Firefighters are also exposed to extreme heat, contaminated environments, emotionally upset people, noise, physical hazards from traffic, fire and falling objects, and atmospheric conditions such as smoke, fumes, odors and gases. The employee may be required to wear a hard hat, safety glasses, ear plugs, respirator, rubber or plastic gloves and rubber boots.

**Supervisory and Management Responsibility:** None.

**Minimum Qualifications:**

High School diploma or equivalent; Associate's degree or two (2) years of college coursework preferred; possession of a valid Georgia driver's license (Class F) and a satisfactory motor vehicle record (MVR); pass employment physical and drug screen; acceptable criminal history; must complete and maintain a Basic Firefighter Certification course that is set forth by the Georgia Firefighters Standard and Training Council within one year of employment; must complete and maintain a First Responder Certification set forth by State of Georgia Department of Human Resources within one year; certification in Cardiopulmonary Resuscitation (CPR); equivalent combination of education and experience.