

CITY OF WATERVILLE POSITION DESCRIPTION		
FIREFIGHTER		
DEPARTMENT FIRE	SUPERVISOR FIRE CHIEF	SUBORDINATES NONE

DEFINITION:

Under direct supervision of the Fire Chief, the Firefighter is responsible to for implementing fire prevention, suppression, and preventing or minimizing the loss of life and property by fire and other emergency situations and other related functions as assigned or apparent.

ESSENTIAL FUNCTIONS OF THE JOB:

- Responds to fire alarms, emergency medical calls, emergency rescue calls including ice and water rescue and recovery, hazardous materials incidents, natural disasters, and other emergency calls or controlled fires and when activated by Emergency Management.
- Assists with fire prevention inspections and pre-fire planning of commercial buildings.
- Maintains fire apparatus and equipment.
- Attends regular and assigned training sessions to maintain and upgrade fire fighting skills.
- Performs as driver/operator of fire apparatus.
- Performs physical and mental demands and work environment requirements for this position.
- Effective and respectful communication and interactions with other employees, supervisors, individuals from other organizations, and citizen customers.
- Attendance during regularly scheduled work hours and outside regular hours as necessary.

ADDITIONAL FUNCTIONS OF THE JOB:

- Participates in Professional Staff Development. Participates in training and education opportunities to maintain and improve proficiency. Attends and participates in professional organizations. Associates with agents and departments from other cities and states to learn about and maintain professionalism.
- Performs other related functions as assigned or apparent.

EQUIPMENT USED:

Firefighting equipment including, high pressure water, hydraulic and air equipment, SCBA, ladders and various hand tools.

REQUIRED KNOWLEDGE AND ABILITIES:

- Knowledge of applicable Federal and State laws, City ordinances, City and departmental policies and procedures, and relevant reference materials.
- Knowledge of City and City contracted service areas geography, business and residential areas.
- Knowledge of modern fire fighting methods and techniques.
- Knowledge of operating principles and practices.
- Ability to maintain appropriate level of discretion with confidential information.
- Ability to complete work in a timely manner including during stressful situations and under deadlines.
- Ability to work independently without supervision.
- Ability to remain calm when dealing with difficult people/situations and exemplify an enthusiastic, resourceful and effective service attitude.
- Ability to effectively communicate ideas, explanations, and recommendations, orally and in writing.
- Ability to establish and maintain effective working relationships with community groups, commissions, elected officials, employees, and the general public.
- Ability to listen, comprehend, and effectively communicate information both written and orally.
- Ability to work under pressure and with frequent interruptions.

MINIMUM QUALIFICATIONS:

- High School Diploma or equivalent.

CONDITIONS OF EMPLOYMENT:

- Must possess a valid Minnesota Driver's License or the ability to obtain one within thirty (30) days of employment.
- Must satisfactorily pass a criminal background, physical examinations, drug screen and physically ability testing.
- Must comply with organizational and departmental policies.
- Requirement to carry and maintain in good working order department pagers.

Due to the need for a timely off-duty response to emergencies, this position is required to live (maintain a principle residence) within a 8-minute drive to the fire station Waterville as a condition of employment. The driving time is defined as driving under normal driving conditions