City of Manchester

Job Description

JOB TITLE: Firefighter

DEPARTMENT: Fire

FLSA STATUS: Non-Exempt

REPORTS TO: Fire Chief

Approved by: BOMA

Approved Date: September 15, 2015

**SUMMARY**

The employee is responsible for performing Firefighter I and Firefighter II level tasks, working in controlling, combating, extinguishing, and preventing fires, responding to hazardous materials incidents, and protecting life and property. Basic skills and duties are designed to help the City’s fire department respond effectively to fires, medical emergencies, natural disasters, and man-made emergencies. The employee works under the supervision of the department’s chain of command.

**ESSENTIAL FUNCTIONS OF THE JOB** (The listed examples may not include all duties performed by the

person in this position.)

* The Fire Department Chain of Command is key to an effective work environment. Personnel work under the day-to-day supervision of the Shift Captain, then their Lieutenant, Driver/Operator during non-emergency and emergency operations.
* Respond to fire alarms, motor vehicle accidents, structural fires, vehicle fires, and other fire-related non-emergencies and emergencies;
* Remove person(s) from danger by extricating victims from vehicle accidents and prepare victim(s) for transport to a hospital;
* Participate in fire drills and attend classes in firefighting, emergency medicine, hazardous

materials, fire containment methods, and techniques, handling emergencies, fire inspection methods and standards, and related subjects;

* Communicates in person, via telephone, and or via two-way radio providing information

and assistance or responding to requests for assistance;

* Responds to fire alarms, connects hose, holds nozzle, and directs water streams;
* Forces entry of premises for firefighting, rescue, and salvage operations, using chemical

fire extinguishers, bars, hooks, lines, and other equipment;

* Removes persons from danger, and administers basic first aid to injured persons;
* Positions and climbs ladders to gain access to upper levels of buildings;
* Performs salvage operations such as throwing covers, sweeping water, and removing

debris;

* Respond to requests for emergency medical assistance in a rescue/pumper or other

emergency vehicle;

* Physically able to wear a complete set of protective clothing and self-contained breathing

apparatus;

* Performance of hazardous tasks under emergency conditions which may involve

extreme exertion under such handicaps as smoke and cramped surroundings;

* Performs extreme strenuous and physical labor for extended periods under some

unfavorable climatic conditions, frequently lifting objects weighing 50 to 100 pounds while wearing full protective clothing;

* Performs duties requiring bending, crouching, stooping, crawling, and climbing in

buildings and close quarters that may be filled with smoke while wearing full protective clothing;

* Performs medical emergency aid at the First Responder level, if certified
* Participates in annual hose test, which involves unloading and reloading fire hose back

on truck;

* Participates in flow testing fire hydrants, which involves taking caps off the hydrant and

opening up the hydrant and checking water flow;

* Performs general maintenance work in the up-keep of fire department property: cleans

and washes walls and floors, makes minor repairs, washes and dries hoses, mows yard,

washes windows, and otherwise maintains quarters;

* Perform such other duties as may from time to time be designated or required by superiors.

**REQUIRED KNOWLEDGE AND ABILITIES**

* Knowledge of fire prevention and State and City regulations as applied to firefighting and prevention;
* Knowledge of the geographic area of the City of Manchester, and surrounding Mutual Aid areas
* Knowledge of firefighting equipment and its intended uses;
* Knowledge of municipal, state, and federal laws, ordinances, and codes.
* Ability to establish and maintain effective working relationships with other City

Employees, co-workers and superiors, representatives of cooperating agencies, and citizens;

* Ability to operate and control the actions of equipment, machinery, tools, and/or materials requiring complex and rapid adjustments;
* Ability to operate heavy power tools including extrication equipment;
* Ability to express oneself clearly and concisely, both orally and in writing;
* Ability to lift, carry, push, and/or pull heavy objects and materials;
* Ability to wear heavy protective clothing for extended periods of time;
* Ability to climb ladders and perform firefighting and rescue operations from various heights including roofs;
* Ability to receive directions and effectively and efficiently complete those directions;
* Ability to recognize and mediate unsafe conditions or situations

**QUALIFICATIONS** –

* Must have a High School Diploma or General Education Degree (GED). High School Diploma preferred.
* Must possess State of Tennessee Firefighter I and Fire Fighter II certificate (within 2 years of hire), Hazardous Materials Awareness, and Operations Level or above certification issued by the State of TN Commission on Firefighting or have IFSAC equivalent.
* Ability to read and interpret documents such as safety rules, operating and maintenance
* instructions and procedures manuals. Ability to complete routine reports and correspondence. Computer skills (Microsoft Office) are preferred.
* Must possess and maintain a valid TN driver’s license

**WORK ENVIRONMENT**

In the work environment, the employee is regularly exposed to wet/humid conditions, moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, outside weather conditions, extreme heat/cold, and risk of electrical shock. The employee is frequently exposed to high precarious places and vibrations. The noise level in the work environment is usually loud.

**ADA REQUIREMENTS:**

**Physical Requirements –** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Physical demand requirements are at levels for those of active work. Tasks involve the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces; bending, kneeling, stooping, reaching above shoulder level and working in confined spaces; lifting or

carrying weights of twenty to fifty pounds and occasionally very heavy items of one hundred pounds or over; may require the dexterity to operate machinery or equipment. Tasks require that work be performed in adverse environmental conditions.

**Sensory Requirements** - Tasks require visual perception and discrimination including color and depth. Tasks require perception and discrimination of odor, sound and texture.