



Job title	<i>Career Firefighter 1st Class</i>
Reports to	<i>Fire Chief / Deputy Chief of EMS</i>

Job purpose

The Career Firefighter 1st Class, assists with the day to day operational functions of the fire department and provides operational support to the Board of Engineers. The Career Firefighter 1st Class maintains an active role in fire suppression, rescue and the operation of department fire apparatus.

Duties and responsibilities

- Purchases operational supplies
- Liaisons with the Chief Officers for all operational issues
- Conducts daily fire apparatus and equipment inspections
- Demonstrates proficiency and safely drives and operates all department apparatus
- Acts as a role model within and outside the work environment
- Other duties as assigned by the Chief Officers

Expectations

- Adheres to department standard operating guidelines, the employee handbook and directives issued by department leadership
- Performs duties as workload necessitates
- Maintains a positive and respectful attitude
- Demonstrates flexible and efficient time management and ability to prioritize workload
- Demonstrates awareness and understanding of the various internal and external cultures that utilize department services
- Consistently reports to work on time prepared to perform duties of position
- Meets departmental productivity and quality standards
- Participates in community events as available & Promotes the department.
- Provides the Fire Chief with a monthly report of Activity

- Works in conjunction with the Fire & Ems Service Assistant
- Assists the Union Fire Company No.1 Ambulance division as necessary
- Works with the Board of Engineers to insure the operational readiness of equipment and apparatus
- Participates in ongoing training internally and externally
- Maintains a Monday – Friday work schedule

Knowledge and Skills

- Knowledge of departmental and County Emergency Services Departmental operations, policy, procedures and administrative orders
- Extensive knowledge of the techniques, principles and practices of fire suppression and rescue
- Demonstrates sound judgment in decision making
- Has exceptional organizational, management, human relations and technical skills
- Skill in driving an emergency vehicle, operation of fire suppression, rescue and related equipment
- Knowledge of emergency communications and procedures
- Knowledge of record keeping
- Skill in working under stressful situations, in receiving and assessing information, then making appropriate decisions for response
- Ability to quickly assess and make accurate decisions concerning human life
- Knowledge of the Incident Command System
- Skill in applying the principles of mid-level management and supervision
- Skill in effectively maintaining equipment, facilities and operations; determining when maintenance may be required
- Skill in determining the kind of tools and equipment needed to complete a job
- Skill in giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times
- Ability to quickly assess and make accurate decisions concerning human life
- Skill in effectively managing equipment, facilities and operations associated with multiple site locations
- Ability to take a proactive approach in forming relationships with community service partners
- Ability to give, receive and professionally respond to constructive criticism from service partners

Qualifications

Minimum Qualifications include:

- High School diploma or equivalent
- Associates degree (preferred)
- Proficient in Microsoft Word, Excel and PowerPoint
- Five years' experience in the fire service with a minimum two years' experience as a company officer
- Current Clear PA Child Abuse History Clearance
- Current Clear Criminal Background Clearance

- 10 year driver background check with no DUI's, no more than 3 major accidents or 5 minor accidents and no more than 11 points in moving violations
- Current Valid PA CDL, Class B with tanker and air brake endorsements
- Valid DOT medical card
- Current CPR / AED
- PA DOH or National Registry EMT w/ EMSVO credential
- NIMS 100
- NIMS 200
- NIMS 700
- NIMS 800
- NIMS 300 (preferred)
- IFSAC or Pro Board Haz-Mat Operations, with current refresher
- IFSAC or Pro Board – Firefighter 1
- IFSAC or Pro Board – Firefighter 2
- NFPA – Vehicle Rescue Operations (or approved equivalent)
- Rapid Intervention Teams (PA-RITC or approved equivalent)
- Firefighter Survival (PA-SURV or approved equivalent)
- Aerial Apparatus Practices (PA-AELA or approved equivalent)
- IFSAC or ProBoard – Driver Operator (Aerial preferred)
- Emergency Vehicle Operations Training in Engine or Aerial Device (or approved equivalent)
- Pump Operations 1 & 2 (PA-PUOP or approved equivalent)
- IFSAC or Pro Board - Driver Operator – Pumper (preferred)
- IFSAC or Pro Board – Driver Operator – Tanker (preferred)
- IFSAC or ProBoard – Officer 1 (preferred)

Working conditions

While performing the duties of this job, the incumbent will be exposed to outside weather conditions. The noise level in the work environment is usually moderate.

Physical requirements

While performing the duties of this job, the incumbent is regularly required to sit and talk or hear. The incumbent frequently is required to use hands to finger, handle, or feel; reach with hands and arms. The incumbent is occasionally required to stand, walk, stoop, kneel, crouch, crawl and climb or balance. The incumbent must occasionally lift and/or move up to 200 pounds. Specific vision abilities required by this job include close vision, and ability to adjust focus..

The incumbent is also required to pass an Annual Physical as provided by the Union Fire Company, as well as comply with the Fire Companies Respiratory Protection Program including but not limited to annual SCBA Fit Testing.

Direct reports

- None

Adopted by:	<i>Union Fire Company #1 Board of Directors</i>
Date approved:	
Reviewed:	