

**City of Sallisaw
Description of Duties**

Job Title: Firefighter (Full Time)

Exempt (Y/N): Yes
Date: June 2009

Department: Fire
Reports To: Fire Chief

SUMMARY

This is skilled firefighting work combating and extinguishing fires as well as responding to rescue and related emergencies. Incumbent also serves as a Fire Captain. Work involves responsibility for the protection of life and property through firefighting activities usually performed under close supervision and in accordance with established operating procedures. Work requires the performance of hazardous tasks under emergency conditions, which may include strenuous exertion under such handicaps as smoke and cramped surroundings. A large percentage of the working time is spent in supervised training activities; participates in a variety of public and educational programs and topics related to fire prevention and related areas. An employee in this class is required to employ special firefighting skills learned on the job and through various training programs. Assignments are received from supervisory and command fire personnel at the scene of a working fire. Supervision is received from Fire Chief with work being reviewed in the form of adherence to standard operating procedures and effectiveness of fire suppression, prevention and educational activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to, the following.

1. Responsible for maintenance of fire hydrants; i.e., weedeating, painting, etc.
2. Performs routine, minor maintenance on building and equipment.
3. Ensures all fire vehicles are washed, fueled and preventative maintenance is up to date.
4. Assists with flow testing of fire hydrants.
5. Assists with fire inspections.
6. Responds to fire alarms.
7. Responsible for maintaining a clean working environment.
8. Performs other duties as assigned.

SUPERVISORY RESPONSIBILITIES

None.

QUALIFICATIONS

Must be able to pass the Sallisaw Fire Department physical agility test within the timeframes specified. Must be able to pass the Oklahoma State Firefighters Pension System physical as required by Oklahoma state law. In accordance with Oklahoma State Firefighter Pension System

Regulation, any candidate must be able to complete 20 years of service by his or her sixty-fifth (65) birthday. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Must possess a valid Oklahoma driver's license and be insurable by the City's insurance carrier. High school diploma or equivalent, supplemented by formal training courses in firefighting, fire prevention and related subjects; experience in firefighting and fire equipment work; or any equivalent combination of experience and training. Knowledge of the location of streets, fire hydrants and the types of building construction.

LANGUAGE SKILLS

Ability to understand and effectively carry out oral and written instructions, to react quickly and calmly under emergency conditions and to display seasoned judgment in making working decisions. Ability to express ideas clearly and concisely, orally and in writing, to groups and to individuals. Ability to maintain accurate records and prepare reports. Must be able to maintain cooperative working relationship with other departments and personnel of the city.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

PHYSICAL DEMANDS

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 the essential functions.

While performing the duties of this job, the employee is regularly required to talk and hear. Employee must have the ability to sit, taste and smell. Employee must have the ability to stand; walk; use hands and fingers to handle and feel. Must be able to reach with hands and arms. Employee must be able to climb, balance, stoop, kneel, crouch and crawl. Employee must have the physical ability to climb ladders and stairs. Employee must be able to lift and/or move up to

100 pounds. Specific vision abilities required by this position include; close, distance and color vision, depth perception, peripheral vision and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate. Subject to all outdoor weather conditions and is on 24-hour emergency calls. Employee is subject to emergency job hazards. Both moderate and heavy physical activity is required at times during emergency scene operations. Employee may be exposed to environmental elements during on-scene activities. During emergency scene operations and equipment facility inspection activities employee must negotiate areas that are heavily damaged, contain large amounts of debris or construction material, and may consist of varied elevation changes. Many of these areas are considered "hard hat" areas and contain varied physical hazards. Employee could be exposed to fumes, airborne particles and toxic or caustic chemicals.

** A pre-employment drug test is required. Successful applicant must reside within 3.5 miles from any Sallisaw Fire Department station.

Approved: 
City Manager

Date: 11-19-2014

Modified: