

City of Lake City, FL

Classification Description

Classification Title: FIREFIGHTER/EMT
Department: FIRE

Pay Grade: 10
FLSA Status: Exempt

General Description

This position consists of entry level firefighting duties of a varied nature under the direction of a superior officer.

Nature of Work

Essential Functions:

- Performs fire suppression duties. Lays, connects, and places hose line in operation. Raises and climbs ladders. Enters buildings and other fire involved areas. Uses extinguishers, bars, hooks, lines and axes and other hand equipment. Ventilates burning buildings and structures. Throws salvage covers and removes debris. Use of power tools and extrication tools. Will respond to EMS calls and may drive equipment to scene.
- Makes regular inspections of apparatus and equipment and notifies supervisor of defects. Performs routine maintenance and apparatus check out as required. Maintains fire trucks.
- Makes visual and physical fire inspections of buildings to locate fire hazards.
- Attends and participates in drills and training sessions in such subjects as firefighting and inspection methods, equipment operation and emergency medical treatment.
- Responds to vehicle accidents.
- Performs physical cleaning and maintenance tasks on department buildings, lawns, and equipment using brooms, mops, vacuum cleaners, etc. Performs hydrant maintenance.
- Provides fire safety courses to the public.

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform all duties as assigned.)

KNOWLEDGE, SKILLS, AND ABILITIES

Equipment: Uses small office equipment, including copy machines or multi-line telephone systems. Uses or repairs small/light equipment, such as power tools. Uses or repairs heavy or complex machinery, such as HVAC systems, construction equipment, or water plants.

Critical Skills/ Expertise: All employees must possess knowledge of general written standards and procedures utilized, and have the ability to read, interpret, and follow procedural and policy manual related to the job tasks. The abilities expected of all employees include being able to respond to supervision, guidance and direction of superiors in a positive, receptive manner and in accordance with stated policies, be appropriate groomed and attired so as to present a professional image in accordance with the organization's mission, goals, and policies; report for work promptly and properly prepared at the time and place required by the assignment or orders; notify the appropriate supervisor of intended absences in accordance with stated rules; conform with standards and rules regarding use

of accrued time; demonstrate a polite, helpful, courteous, and professional image when engaged in any activity with the public; operate and care for equipment to manufacturer's specifications and/or within the specified parameters and in accordance with policies; demonstrate an understanding, consideration, and respect of cultural, religious, and gender differences when interacting with the public and colleagues. Critical skills/expertise identified for this job include:

- Knowledge of the street locations, geography and various types of construction in the City;
- Knowledge of the various types of fire hazards of the City;
- Knowledge and skill in the use of emergency medical treatment practices;
- Knowledge of firefighting techniques, policies, procedures and practices;
- Ability to learn and perform many and varied firefighting techniques and procedures;
- Ability to understand and follow oral and written instructions;
- Ability to perform prolonged and arduous work under adverse conditions;
- Ability to work at heights; and
- Skill in the use and maintenance of firefighting equipment.

Minimum Qualifications: High school graduation or possession of an acceptable equivalency diploma (GED), completion of minimum standards as required by the State of Florida. Must possess a Florida Certification as a Firefighter and a Class "D" Non-Commercial Florida Driver's License. Must possess a valid Florida EMT Certification.

ESSENTIAL PHYSICAL SKILLS

- Must endure sustained acts of physical exhaustion and endure periods of duty under unfavorable and life-threatening situations
- Heavy (45 pounds and over) lifting and carrying
- Reaching, pulling, pushing
- Balancing, throwing
- Smelling
- Climbing (including ladders)
- Acceptable eyesight (with or without correction)
- Acceptable hearing (with or without hearing aid)
- Ability to communicate orally
- Walking, crawling, kneeling
- Bending, stooping
- Jumping
- Running

Environmental Conditions:

- Works in hazardous conditions: flames, fire, chemicals, smoke, heat, gases, moving vehicles, falling structures and debris, electricity, poor ventilation, poor lighting and related hazards • Works in stressful situations and varying heights

SELECTION GUIDELINES: Formal application, rating of education and experience; oral interview and reference check; job related tests might be required. The job description does not constitute an employment agreement with the employer, and requirements of the job may change. By signing below, I am indicating I have read and concur with the above description of my job.

Name: _____

Date: _____

Signature: _____

This job description was approved by Council on 12/4/2023 (3 pages)

