

CITY OF BLACK HAWK
2016 Job Description

JOB TITLE: Senior Firefighter	DEPARTMENT: Fire Department
REPORTS TO: Fire Lieutenant	EXEMPT: No
HIRING RANGE: \$21.4419 - \$24.6585 / HR	

SUMMARY

The Senior Firefighter performs general firefighting duties and is required to remain prepared and ready to respond to all calls for assistance. Studies city street maps, pre-fire plans, and other material preparatory to being called on an alarm. Requires a high degree of independent judgment, initiative and understanding of Fire Department policies, rules and regulations and the overall goals of the organization. Must have an in-depth understanding of fire behavior, and response protocols. Must have the ability to understand complex orders and concepts, and be able to communicate the same. Must have a good understanding of machinery, preventative vehicle maintenance and minor vehicle repair.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The Senior Firefighter is assigned to work a 48 hour shift, and when not on an alarm is engaged in station work, which consists of preventative maintenance on all Fire Department vehicles, cleaning and maintaining the station and the surrounding grounds, physical fitness and job related training as assigned.

The Senior Firefighter spends a minimum of 2 hours each shift studying fire and/or medical related topics and 2 hours of physical fitness. Must maintain a high level of expertise in the use of all firefighting tools and equipment.

The Senior Firefighter must be familiar with the buildings in the City, to include the location of the annunciator panel, FDC, standpipe connections, how to read the panel and locate the activated alarm device. Read and understand the Policies of the City of Black Hawk, the rules and regulations and the standard operating guidelines of the Department. Conducts studies and recommends, to his/her Lieutenant new or different equipment, methods and supplies to accomplish the goals of the Department in the most effective and efficient manner. Responds to alarms of fire or other emergencies and determine the resources needed. Attend department meetings and briefings relative to Fire Department operations and activities. Teach classes on a variety of subjects to other fire personnel and the Citizens of the Community. May assume the duties of the Lieutenant or Engineer in his/her absence.

SUPERVISORY RESPONSIBILITIES:

Supervise a junior member on calls, during station activities and training. Answer general questions about the functions of the Fire Department.

MINIMUM QUALIFICATIONS

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 job functions.

- Knowledge of the principles, methods and techniques of modern firefighting.
- Knowledge of City of Black Hawk and the Fire Departmental organization, their policies and procedures.
- Knowledge of the principles and practices of the organization.
- Ability to communicate effectively, both orally and in writing with a limited variety of people.
- Ability to be a team player, and to establish and maintain an effective and responsive working relationship with superiors and peers.
- Ability to research and prepare a report.
- Ability to analyze emergency situations and to adapt quickly, effectively and professionally.
- Must be able to pass established written, oral, physical, medical and psychological examinations.
- Must submit to fingerprinting and a detailed background investigation.

OTHER SKILLS AND ABILITIES

The Senior Firefighter must be self-motivated and able to work well with very little supervision. Must have the ability to establish and maintain effective working relationships with superiors, peers, and the general public.

EQUIPMENT USED

The Senior Firefighter shall be capable of using a multitude of equipment from basic hand tools to heavy motorized equipment. Most firefighting equipment is specialized and requires continuous training to maintain the skills needed to safely and effectively operate the equipment.

Examples of equipment are:

- Basic hand tools ranging from screwdrivers to axes and forcible entry tools.
- Power tools such as reciprocating saws, chain saws, drills and hydraulic powered equipment.
- Specialized equipment such a generators, portable pumps, all types of ladders, extrication tools, gas and hazardous materials detectors, computers, radio communications equipment and infrared cameras.

This section only describes the range of equipment that all Firefighters shall be proficient in using with safety to him or her and others as the number one priority.

Firefighters are required to safely and effectively operate all equipment provided by the Black Hawk Fire Department at any time.

EDUCATION AND EXPERIENCE

The Senior Firefighter must have a high school diploma or equivalency certificate with 2 years of experience as a firefighter with the City of Black Hawk. Must have successfully attained Vehicle extrication certification and completed the Wildland Firefighter II task book prior to promotion to this position. Must have successfully completed the Wildland Firefighter I (Squad Boss) course prior to promotion.

CERTIFICATES, LICENSES, REGISTRATIONS

The Senior Firefighter must possess a valid Colorado Driver License with a good driving record. Must have and maintain a State of Colorado Department of Health certification as an EMT-B, and current CPR certification. Must have and maintain all certifications as required for firefighters. Must successfully complete required NIMS course (IS 200) within 90 days of employment. Within 12 months must successfully complete certification for State of Colorado Firefighter II.

COMMUNICATION SKILLS

The Senior Firefighter must have the ability to read, write, and understand written rules, regulations, policies and standard operating guidelines. Must be able to read and interpret technical data from trade journals and textbooks. Must be able to respond to common inquiries or complaints from the general public. Must be able to convey important points of a size up by radio, and write necessary reports. Must have the ability to effectively present information to superiors, subordinates and the public.

REASONING ABILITY

Must have the ability to reason under stressful conditions. The Senior Firefighter must have the ability to define problems, collect data, establish facts and draw valid conclusions. Must have the ability to interpret technical instructions, error judgment or action could affect Citizen acceptance of the Fire Department and/or serious injuries including death.

The firefighter must have the ability to be logical under stressful conditions. The Firefighter must have the ability to define problems, collect data, establish facts, and draw valid conclusions. A firefighter must have the ability to interpret technical instructions to minimize an error in judgment, or any other action that could affect citizen acceptance of the fire department and/or to prevent serious injury or death.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by a Senior Firefighter to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The Senior Firefighter is subject to high stress situations with little or no warning and may be involved for long periods of time. Will come in contact with individuals who have contagious diseases. While performing the duties of this job, the employee is

regularly required to walk, run, sit, use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms; climb and balance; stand, stoop, kneel, crouch, or crawl; talk and hear. The Senior Firefighter is frequently required to detect odors and distinguish colors. The Senior Firefighter must regularly lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. The employee must maintain a physical standard in accordance with the department's wellness program.

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.

While performing the duties of this job, the Senior Firefighter regularly works in a variety of outside weather conditions. Frequently works near moving mechanical parts and in high precarious places. The Senior Firefighter is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extremes of heat and cold, and the risk of electrical shock. The Senior Fire Firefighter frequently drives or is a passenger in large apparatus that may be operating under emergency conditions. The apparatus may be operated in adverse weather conditions. May be required to be seated for long periods of time. The noise level in the work environment may be high.

COMMENTS

The intent of this classification is to describe the types of job tasks and levels of responsibility and difficulty required of persons assigned to this classification title. This is not to be considered a detailed description of every duty/responsibility of the job.

The City of Black Hawk is an Equal Opportunity Employer. Pursuant to the *Immigrations Reform and Control Act*, it is the City's intention to hire only individuals who are United States citizens or aliens authorized to work and live in the United States.