

CITY OF BLACK HAWK
2024 Job Description

JOB TITLE:	Firefighter	DEPARTMENT: Fire Department
REPORTS TO:	Fire Lieutenant	EXEMPT: No
SALARY RANGE:	\$70,225 - \$98,315 / Annual	

SUMMARY

The 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 organization's overall goals. Must have an in-depth understanding of fire behavior and response protocols. Must have the ability to understand complex orders and concepts and communicate the same. Must have a good understanding of machinery, preventative vehicle maintenance, and minor vehicle repair.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The Firefighter is assigned to a 48/96 shift schedule. 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 Firefighter spends a minimum of two hours each shift studying fire- and/or medical-related topics and two hours of physical fitness.

- The Firefighter must be familiar with the buildings in the City, including the location of the annunciator panel, FDC, standpipe connections, read the panel, and locate the activated alarm device.
- Must maintain a high level of expertise in using all firefighting tools and equipment.
- 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 their Fire Lieutenant new or different equipment, methods, and supplies that will most effectively and efficiently accomplish the goals of the Department.
- Responds to alarms of fire or other emergencies and determines 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 community's citizens.
- Answer general questions about the functions of the Fire Department.
- Performs other related duties as assigned.

SUPERVISORY RESPONSIBILITIES:

- None.

MINIMUM QUALIFICATIONS

The Firefighter must perform each essential duty satisfactorily to be successful. The requirements listed below represent the knowledge, skill, and/or ability required.

- Knowledge of the principles, methods, and techniques of modern firefighting.
- Knowledge of City and the Fire Department organization policies and procedures.
- Knowledge of the principles and practices of the organization.
- Ability to communicate effectively, both orally and in writing.
- Ability to be a team player and 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 adapt quickly, effectively, and professionally.
- Must pass established written, oral, physical, medical, and psychological examinations.
- Must submit to fingerprinting and a detailed background investigation.

OTHER SKILLS AND ABILITIES

The Firefighter must be self-motivated and 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 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, but not limited to:

- Basic hand tools ranging from screwdrivers to fire axes to forcible entry tools.
- Power tools such as reciprocating saws, chain saws, drills, and hydraulic-powered equipment.
- Specialized equipment such as generators, portable pumps, all types of ladders, extrication tools, gas, and hazardous materials detectors, computers, radio communications equipment, and infrared cameras.
- Heavy equipment such as rescue vehicles, fire engines, aerial ladder trucks, and ambulances, including their associated equipment.

EDUCATION AND EXPERIENCE

The Firefighter shall be experienced in firefighting and EMS techniques. Additional education and training in the fire science/firefighting fields are highly desirable.

- The Firefighter must have a high school diploma or equivalency certificate.

CERTIFICATES, LICENSES, REGISTRATIONS

- Must possess a Colorado Driver's License with a good driving record
- Must have and maintain at a minimum a State of Colorado Department of Public Health and Environment certification as an EMT-B.
- Must have and maintain an American Heart Association Professional Rescuer CPR certification.
- Must have and maintain a Colorado Division of Fire Prevention and Control Firefighter I certification at a minimum.
- Must have and maintain a Colorado Division of Fire Prevention and Control Hazardous Materials Operations certification at a minimum.
- Within 90 days of employment, must complete NIMS IS-100 and IS-700.

- Within 90 days of employment, must successfully pass the NWCG Pack Test at the Arduous Level.
- Within 12 months of employment, must successfully complete Wildland Firefighter II (S-130/190) certification.

COMMUNICATION SKILLS

The 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 from the general public and have the ability to present information to superiors and the public effectively.

REASONING ABILITY

The Firefighter must be logical under stressful situations and have the ability to define problems, collect data, establish facts, and draw valid conclusions. Interpret a wide variety of technical instructions and simultaneously deal with several abstract and concrete variables.

PHYSICAL DEMANDS

The physical demands described here represent those that a Firefighter must meet to perform this job's essential functions successfully.

- The Firefighter is subject to high-stress situations with little or no warning and may be involved for long periods.
- Could come in contact with individuals who have contagious diseases.
- While performing the duties of this job, the Firefighter is regularly required to walk, run, and 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 Firefighter is frequently required to detect odors and distinguish colors.
- The Firefighter must regularly lift and/or move more than 100 pounds.
- This job's specific vision abilities include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- The Firefighter must successfully complete a National Fire Protection Association 1582 compliant physical before employment.
- The Firefighter must successfully complete a National Fire Protection Association 1582 compliant physical and the NWCG Work Capacity Test with an Arduous rating annually.

WORK ENVIRONMENT

The work environment characteristics described here represent those a Firefighter encounters while performing the essential functions of their job.

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

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 those authorized to work and live in the United States.

I have read and fully understand the duties of the job description.

Sign: _____ Date: _____