

City of Pleasant Valley

Job Description

Job Title: Volunteer Firefighter
Department: Fire Department
Reports to: Captain / Incident Command

FLSA Status: Non-exempt
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JOB SUMMARY STATEMENT:

Performs duties, both in emergency and non-emergency situations related to firefighting, first aid, hazardous materials response, and emergency management delivery.

DUTIES AND RESPONSIBILITIES:

1. Perform Basic Life Support care as required and defined by medical protocol.
2. Respond to alarms, protect lives and property through prevention and extinguishment of fires, as well as assisting in the preservation of evidence to determine the cause of fires.
3. Respond to alarms and properly perform according to the departments standard operating procedures.
4. Meet all established minimum eligibility requirements such as successful completion of a background check, successful completion of written, oral and physical agility test, a physical and drug screen.
5. Participate in group and individual training and drill sessions relating to firefighting, emergency medical services, rescue and related topic areas.
6. Participate in public education programs by assisting in conducting fire department tours, demonstrations, and presentations.
7. Assist in general maintenance work assigned apparatus and fire station.
8. Assist as necessary in maintaining the cleanliness and safety of the fire station.
9. Perform related work as required or assigned.
10. Attend all fire department meetings and all training courses related to first-aid, firefighting, fire prevention, rescue operations and hazardous materials.
11. Maintain the minimum training and attendance requirements per departmental standard operating procedures.
12. Participate in all rescue operations including, high angle, confined space, auto extrication, and building collapse.
13. Drive all emergency vehicles operated by the department.

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14. Assist in maintaining all apparatus and tools of the department, including non-powered tools such as axes, pike poles, ladders and other miscellaneous equipment.
 15. Participate in fire inspections enforcing the current city adopted Uniform Fire Code, identify target hazards and establish actions to be taken at an incident.
 16. Respond to hazardous material incidents and assist in identification.
 17. Participate in Emergency Management functions.
 18. Conduct ones self in a mature, professional and courteous manner at all times.
 19. Other duties as assigned.

The above duties and responsibilities include those tasks, physical and mental requirements, visual requirement, unique physical surroundings and mental/cognitive abilities required to perform the essential elements of the position.

GENERAL QUALIFICATIONS

1. Education and Special License(s)/Certifications -

- a) Posses and maintain State of Missouri Drivers License.
- b) High school diploma or equivalent.
- c) Posses and maintain BLS certification.

2. Experience –

- a) Experience preferred but not required.

3. Skills -

- a) Fire prevention
- b) Suppression
- c) Public education
- d) Emergency medical service delivery (BLS)
- e) Rescue operations
- f) Auto extrication
- g) Hazardous material response
- h) Incident command
- i) Apparatus maintenance

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4. Mental Requirements –

- a) Knowledge of Uniform Fire Code, city ordinances, department standard operating procedures and policies
- b) Knowledge of medical system protocol for EMT's / First Responder
- c) Knowledge of street system, principal buildings, business districts and physical layout
- d) Knowledge of departmental standard operating procedures.
- e) Knowledge of incident command.

5. Physical Requirements -

- a) Must have physical capability of climbing, stooping, crawling, bending and other repetitive moves.
- b) Must be able to walk over uneven surfaces
- c) Must be capable of lifting at least 100 pounds
- d) Working for long periods of time while wearing personal protective equipment that weighs approximately 30-40 pounds

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.

WORKING CONDITIONS:

- Works in both an indoor setting with a controlled environment and an outdoor setting under stressful and dangerous conditions and in the presence of extreme temperatures.
- Under emergency situations may go 24 hours or more without sleep.
- Exposure to environmental conditions such as dust, dirt, loud noise, fumes, smoke, toxic environment and sudden temperature change.
- Exposed to severe trauma and death.

To perform this job successfully, an individual must be able to perform each duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

City of Pleasant Valley, Missouri
Personnel Committee