

## **JOB DESCRIPTION**

Town of Smithfield

### **FIRE DEPARTMENT PRIVATE**

**GENERAL SUMMARY:** As a team member, a Private may be assigned to either the Fire Force or Fire Headquarters. He/she shall observe and follow all department rules, regulations, policies and procedures. He/she shall be diligent in carrying out all assigned tasks to completion in a safe, efficient manner. He/she shall keep his immediate superior officer informed and up to date as necessary or instructed. At all times he/she shall display a positive image to the community and coworkers in dress and demeanor.

#### **ESSENTIAL FUNCTIONS:**

1. Respond to routine and emergency incidents on appropriate fire department apparatus. Work in combating, extinguishing and preventing fires; in rendering emergency medical services; and in operating and maintenance of Fire Department equipment, apparatus and quarters.
2. Train and participate in duties of protecting life and property by firefighting and rescue activities.
3. Learn and participate in the operation of apparatus and the performance of extremely hazardous tasks under emergency conditions which may require strenuous exertion under such handicaps as some or confined surroundings.
4. Have a thorough knowledge of and follow the rules, regulations, policies and procedures of the fire department and other applicable standards, ordinances and state and federal laws that relate to the duty assignment. Requires initiative and a thorough individual understanding of firefighting, rescue and emergency medical methods.
5. Have a thorough knowledge and make use of the various resources and methods available to accomplish assigned tasks in a safe, efficient manner.
6. Have a thorough knowledge of the first alarm response district, and a familiar knowledge of the remaining fire station response districts, including but not limited to the various streets and roadways, addresses, unusual or high risk locations, properties and hazards, as provided through building tours or other means.
7. Be diligent in performing and completing scheduled and unscheduled tasks related to vehicle, apparatus, equipment, building and grounds inspections and maintenance.
8. Develop and maintain the necessary skills to drive and operate the several types of vehicles, apparatus and equipment used to safely and efficiently resolve routine and emergency situations.

9. Complete and maintain the security of all official department records and reports as directed and assigned.
10. Work well in a team environment under routine and emergency conditions.
11. Communicate effectively with team members, superior officers, the public and other persons, verbally and in writing.
12. Develop and maintain the computer skills necessary to perform assigned tasks.
13. Develop, maintain and display a team spirit that exemplifies the finest traditions of the fire service, consistent with the department's goal of providing the best possible services to the community.
14. Maintain the skills necessary to perform and complete assigned tasks and duties.
15. Strive to achieve and maintain economies and efficiencies of department resources, materials and utilities.
16. Provide fire prevention and public education duties.

**OTHER FUNCTIONS:**

1. Perform additional duties as assigned.
2. Maintain the security of department records, reports and other information received in the course of employment.

**JOB REQUIREMENTS:**

1. Possess and maintain a valid Rhode Island Driver license
2. Possess and maintain licenses (i.e. EMT-Advanced Cardiac or EMT-Paramedic) and certifications as required.
3. Meet applicable collective bargaining agreement language.
4. Maintain the physical and mental abilities necessary to perform incident scene and administrative tasks.

**PHYSICAL REQUIREMENTS:** See attached functional job description.

**WORKING CONDITIONS:**

Working as a member of a team or possibly alone:

1. Perform routine and emergency duties under normal or adverse conditions, including extreme heat and cold, indoors and outdoors, in an environment that could include above ground, below ground or limited space conditions.
2. Function safely and efficiently in situations with high levels of stress.
3. Function in situations where extreme danger may be present that could result in injury or loss of life to you and to others.

**SALARY:**

As negotiated between the Town of Smithfield and the International Association of Firefighters Local 2050.

### FUNCTIONAL JOB DESCRIPTION

<b>Job Title:</b>	Fire Fighter
<b>Department:</b>	Smithfield Fire Department
<b>Brief Description of Job:</b>	
<p><b>General Summary:</b> As a team member, a Private may be assigned to either the Fire Force or EMS staff. He/she shall observe and follow all department rules, regulations, policies, and procedures. He/she shall be diligent in carrying out all assigned tasks to completion in a safe, efficient manner. He/she shall keep his/her immediate superior officer informed and up to date as necessary or instructed. At all times, he/she shall display a positive image to the community and coworkers in dress and demeanor. <b>Essential Functions:</b> respond to routine and emergency incidents on appropriate fire apparatus; work in combating, extinguishing and preventing fires; in rendering emergency medical services; and in operating and maintenance of fire apparatus inclusive of driving and pump operations; train and participate in duties of protecting life and property by firefighting and rescue activities; learn and participate in the operation of apparatus and the performance of extremely hazardous tasks under emergency conditions which many require strenuous exertion under such handicaps as some or confined surroundings; have a thorough knowledge of and follow the rules, regulations, policies and procedures of the fire department and other applicable standards, ordinances and state and federal laws that relate to the duty assignment; requires initiative and a thorough individual understanding of firefighting, rescue and emergency medical methods; have a thorough knowledge of the first alarm response district, and a familiar knowledge of the remaining fire station response districts, including but not limited to the various streets and roadways, addresses, unusual or high risk locations, properties and hazards, as provided through building tours or other means; be diligent in performing and completing scheduled and unscheduled tasks related to vehicle, apparatus, equipment, building and grounds inspections and maintenance; develop and maintain the necessary skills to drive and operate the several types of vehicles, apparatus and equipment used to safely and efficiently resolve routine and emergency situations; complete and maintain the security of all official department records and reports as directed and assigned; work well in a team environment under routine and emergency conditions; communicate effectively with team members, superior officers, the public and other persons, verbally and in writing; develop, maintain and display a team spirit that exemplifies the finest traditions of the fire service, consistent with the department's goal of providing the best possible services to the community; maintain the skills necessary to perform and complete assigned tasks and duties; strive to achieve and maintain economies and efficiencies of department resources, materials and utilities; provide fire prevention and public education duties. Maintain the physical and mental abilities necessary to perform incident scene and administrative tasks. <b>Environmental Conditions:</b> fumes, chemicals, dust, odors – exposed to extremely toxic and hot gases, fumes and smoke; exposure to hazardous substances; exposure to extreme changes in temperature-high temperatures in enclosed spaces from fires; exposed to extremely poor ventilation conditions at fire scenes; exposed to loud and very loud noises from pumps, engines, trucks, sirens, and loud voices from Commanders and fellow Fire Fighters; exposed to fall hazards from climbing ladders or stairs; exposed to burn and smoke/gas inhalation hazards from working around fires and/or combustible materials; exposed to electric shock hazards especially if working around electrical lines; exposed to fast moving traffic at MVA scenes. Have the ability to function safely and efficiently in routine and stressful situations</p>	

where vision may be restricted, your knowledge of the building you are in may be limited, in extreme hot or cold temperatures.

<b>Protective Personal Equipment:</b>	Helmet; turn-out gear (protective coat, pants, boots); gloves; self-contained breathing apparatus (SCBA) hood
---------------------------------------	---

<b>Classification:</b>	Sedentary: <u>    </u>	Light: <u>    </u>	Medium: <u>    </u>	Heavy: <u>    </u>	Very Heavy: <u><b>X</b></u>
------------------------	------------------------	--------------------	---------------------	--------------------	-----------------------------

**Classification Key:**

**Sedentary** - Exerting up to 10 lbs of force occasionally; negligible amount of force frequently to lift, carry, push/pull or otherwise move objects;

**Light** - Exerting up to 20 lbs of force occasionally and/or 10 pounds of force frequently or negligible amounts of force constantly to move objects;

**Medium** - Exerting 20lbs-50lbs of force occasionally; 10lbs- 20lbs frequent; and/or greater than negligible up to 10lbs of force constantly to move objects;

**Heavy** - Exerting 50 to 100lbs of force occasionally; in excess of 50lbs frequently; 10lbs- 20lbs of force constantly to move objects;

**Very Heavy** - Exerting in excess of 100lbs of force occasionally; and or in excess of 50lbs of force frequently; in excess of 20 lbs of force constantly to move objects

<b>Driving Requirements:</b>	None: <u>    </u>	Manual: <u><b>X</b></u>	Automatic: <u><b>X</b></u>
------------------------------	-------------------	-------------------------	----------------------------

**WORK ENVIRONMENT**

<b>Floor Surface:</b>	Varying work surfaces performed at the assigned station and varying fire/accident scenes		
<b>Inside:</b>	Frequent level (60%)	<b>Outside:</b>	Frequent level (40%)
<b>Lighting:</b>	Duties may be performed at night, or inside buildings where visibility is extremely poor due to thick smoke or electricity outage		
<b>Vibration:</b>	Occurs when riding in an engine or truck as well as when using power equipment such as chain saw		

**PHYSICAL DEMANDS**

<b>LIFTING</b>						
Maximum weight lifted: 100+ lbs occasionally						
WEIGHT	Never	Occ.	Freq.	Constant	Heights	Description of object
0 – 10 lbs			X		All heights	Flashlight, radio
10 – 20 lbs			X		As above	Protective gear; defibrillator, oxygen kit
20 – 35 lbs		X			As above	Chain saw, hydraulic ram/jaws
35-100+ lbs		X			To waist/chest height	Sections of ladder; ground ladder, generator, transport of victim(s)
<b>CARRYING</b>						
Maximum weight carried: 100+ lbs occasionally						
WEIGHT	Never	Occ.	Freq.	Constant	Distances	Description of object
0 – 10 lbs			X		Varying distances	See above
10 – 20 lbs			X		As above	See above
20 – 35 lbs		X			As above	See above
35 – 50+ lbs		X			As above	See above
<b>PUSHING/PULLING</b>						
Maximum push/pull: in excess of 50 lbs						
WEIGHT or FORCE	Never	Occ.	Freq.	Constant	Distances	Description of object
0 – 10 lbs		X			Varying distances	Debris, doors,
10 – 20 lbs		X			As above	As above
20 – 35 lbs		X			As above	As above
50 + lbs		X			As above	Charged hoses, walls and beams, furniture, victim on backboard
ACTIVITY	Never	Occ.	Freq.	Constant	Comments	
Sitting		X			To get to the service call	
Standing			X			
Walking			X		Will encounter varying terrains on scene with debris	
Bending			X		Unwinding hoses, laying a hose, uncoupling a hose, re-packing medical equipment	
Twisting			X		Removing/replacing protective gear, tools, ladders	
Crawling		X			On the floor or through wreckage to access a victim	
Kneeling		X			Unwinding hoses, laying/pulling hose, coupling/uncoupling hose, providing first aid	
Squatting		X			See above	
Climbing		X			Stairs or ladder to reach fire or victim(s)	
Reaching - Vertical		X			Climbing up ground or aerial ladder, lifting ground ladder to shoulder, pulling hoses off engine or truck, swinging ax or sledgehammer	
Reaching - Horizontal			X		See above – retrieve needed equipment or supplies from engine or truck	
Grasping			X		Power grasp to utilize tools (manual and power), moving/pulling charged hose	
Pinching		X				

Job Description  
Fire Department Private

Manual Dexterity		<b>X</b>			Operate power tools, donning/doffing protective gear
Fine Dexterity		<b>X</b>			Starting an IV, computer work, writing reports

***FREQUENCY KEY: Never (0%), Occasional (0-33% of shift), Frequent (34-66% of shift), Constant (67-100% of shift)***