



RESERVE FIREFIGHTER I Job Description

DEFINITION

Under general supervision, engages in firefighting and related activities for the saving of life and property; administers first responder treatment, including first aid; responds to a variety of emergency situations involving public safety and medical care; participates in daily training; may be assigned duties in connection with fire prevention activities, including pre-plans of business, schools, and homes to ensure fire safety; maintains station quarters; and performs other duties as assigned.

DISTINGUISHING FEATURES

A Reserve Firefighter I is distinguished from a Reserve Firefighter II in that a California State Firefighter I (FF-I) certificate, and California State Emergency Medical Technician (EMT) certificate may or may not have yet been obtained. A Reserve Firefighter I must acquire these certifications within two years of hire date. Reserve Firefighter I's with FF-I and EMT certificate must complete a six-month probation period, and task book, prior to applying for a Reserve Firefighter II position.

SUPERVISION EXERCISED

None

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

The duties specified below are representative of the range of duties assigned to this job classification and are not intended to be an inclusive list.

1. In preparing for the tour of duty: attends roll call in uniform and receives orders, instructions, and assignments of work to be done; speaks with firefighters on other shifts to receive updated information regarding the previous day's activities; reads material posted on databases to receive Department and company information; calls in to fire house prior to tour to inform Department if he/she will not report to work due to sickness; relays messages to senior firefighter concerning sick or disabled crew members; carries out station duties such as cooking, cleaning, building and equipment maintenance; etc.
2. In performing tasks from receipt of alarm to arrival at scene: listens for alarm and radio communications to inform company when to respond to call, address, and other pertinent information; dons protective gear and straps self into position in vehicle in preparation for departure.
3. In performing tasks related to search and rescue: under the direction of a senior firefighter searches for victims; determines safest evacuation route of occupants; pries open vehicles, equipment, or structures using specialized equipment such as jaws-of-life or winch in order to free trapped persons; renders medical aid to victims, as appropriate, when victims are found; takes precautions for own safety

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when searching (e.g., has a way out, takes a rope or follows hose line); locates victims in smoky areas by crawling around room near walls, below smoke level, if possible, searching for victims by touch when visibility is limited; drags or carries conscious, or injured, or unconscious victims down ladders or stairway to remove them from building or entrapments to safety; works in team of two to perform search and rescue tasks; etc.

4. In performing fire extinguishing activities: makes necessary adjustments to volume and pressure from pump for water supply in hoses; monitors gauges of pump (e.g., pressure) to ensure adequate water volume and pressure for hoses; connects hose and couplings to water sources, pumps, nozzles, and other hoses in order to set up water supply; secures garage door in an open position when attacking fire through a garage; sprays fire with charged hose for as long as necessary, until fire is extinguished, or until Self Contained Breathing Apparatus (SCBA) is expended, or until relieved by another firefighter; observes and responds to changes in condition of fire while fighting it; advances charged hose lines to fight fire, assisted by other firefighters; lifts and maneuvers hand-raised ladders to rescue victims and to provide access to fire; climbs ladders while wearing turnout gear, SCBA, and hand-held tools to ascend for rescue or firefighting; uses turntable controls to elevate, rotate, and extend aerial ladder for access to high building locations; walks or crawls through smoke-filled area to position self to fight fire; extinguishes fire in areas where there is no visibility and extreme heat; etc.

5. In performing ventilation activities: under the direction of a senior firefighter determines two means of egress from roof in case immediate evacuation is required to ensure firefighter safety; determines whether roof is safe to support weight of self and other firefighters and their equipment; ventilates structure based on location of fire; opens holes in structures using axes, ceiling hooks, and other equipment for the purpose of ventilation; operates power tools to make openings for ventilation; places ladders at appropriate positions to provide a means of egress for other firefighters; etc.

6. In performing salvage-related activities: under the direction of a senior firefighter carries by hand, materials, and debris from fire areas to an area of safety in order to prevent smoke, fire, and water damage; carries, assisted by other firefighters, material, furniture, appliances, and debris from fire area in order to prevent smoke, fire, and water damage; turns in to superior officer valuable items found during salvage or overhaul; etc.

7. In performing overhaul-related activities: under the direction of a senior firefighter uses axes or ceiling hooks to open walls and floors to remove sheet rock and ceiling material to check for signs of fire, hot spots, potential rekindle, and extensions of fire; cuts holes in ceilings, walls, and floors, using power tools (e.g., chain or multi-purpose saws), and makes stairway and ladder chutes to drain water from floors; preserves evidence of arson for use by fire investigation squad; restores to working order all equipment used during the emergency; replaces all equipment on engine and truck used during emergency; inventories equipment used during fire to identify missing or damaged equipment; etc.

8. In performing activities related to administering first aid: dons protective equipment (e.g., gloves, N95 Mask) to protect against infectious diseases; carries oxygen bottle and/or related emergency equipment (e.g., first aid bag) to scene of emergency in order to initiate treatment; makes sure scene is safe before taking action at scene; assists certified Emergency Medical Technician or Paramedic with patient exam and treatment according to protocol.

9. In performing activities related to inspections and pre-planning: familiarizes self with buildings (e.g., building layout, type of occupancy, and structural information) during inspection in order to respond appropriately in an emergency; visually inspects hydrants, sprinkler systems, and standpipes in district

to determine their location, and whether they can be opened for use in a firefighting situation; checks pressure of hydrant using a gauge during inspections to determine if pressure is correct; conducts drills at schools to educate and pre-plan for emergency situation; etc.

10. In performing activities related to maintenance: tests equipment by operating it in order to determine if it is functioning properly; visually inspects and operates SCBA's to ensure that all parts of the equipment are present and functioning properly, and tanks are fully charged; visually inspects equipment on truck and engine using an inventory list and knowledge of equipment and storage locations to determine whether all equipment is secured and available for use; visually inspects oil and fuel levels and parts of equipment (motor, tires, etc.) on engine and truck to ensure that equipment is ready and safe to function; cleans and refuels engine-powered equipment such as chain saws, generators, pumps, and extrication tools; reports verbally to senior firefighter and crew members concerning conditions on truck or engine that need repair or replacement in order to function properly; visually inspects all medical equipment and performs daily tests.

11. In performing activities related to training/drills: studies maps to familiarize self with locations of streets, buildings, etc.; exercises to maintain cardiovascular fitness and strength; attends in-service training classes for the purpose of maintaining and gaining knowledge of activities involved in firefighting; performs firefighting activities in fire drills, practices (e.g., ladder practice, hose practice), and mock disasters as training exercise; discusses past fires and other emergencies with other firefighters, in order to learn from experience and to prepare for similar situations in the future; attends training to gain and maintain EMT certification; etc.

12. In performing activities related to community relations: presents general fire safety information (e.g., methods of eliminating fire hazards) in response to calls and other requests; refers citizen complaint to appropriate superiors; conducts public and private school fire drills (i.e., turns on alarm and observes how school responds); participates in community events to provide service to the residents of Chester or raise awareness for the CFD; etc.

13. In performing non-fire response activities: under the direction of a senior firefighter gains entrance to residences by laddering building, picking locks, or using forcible entry to assist public or law enforcement during lock-outs or lock-ins; blocks off street with rig or flares when live wires are down to maintain scene safety until PG&E arrives; when there are reports of a gas leak, shuts off gas valves by using gas wrench to prevent possible explosion; shuts off refrigeration systems using appropriate tools; ensures scene safety at the scene of motor vehicle accidents (e.g., shutting off ignition, disconnecting battery).

14. In performing tasks related to probationary activities during initial assignment: attends training classes daily in order to acquire the information necessary to become a certified firefighter; observes demonstrations by instructors in order to comprehend how firefighting tasks should be carried out; demonstrates the correct method of carrying out manipulative tasks (tying knots, raising ladders, etc.) in order to be graded as having satisfactorily mastered the material presented during training; practices performing the tasks which make up the job of a firefighter; takes the physical ability test; participates in physical conditioning activities; at firehouse, seeks information from other personnel concerning firefighting; etc.

15. In performing tasks related to working with others: serves as a team member while performing job duties, firefighter training, or emergency missions; responds to, carries out, and completes work assignments in accordance with policy, procedure, and protocol; utilizes problem solving techniques in

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carrying out assignments; communicates effectively with peers and superiors; understands and/or carries out oral instructions or information from superiors and/or peers at emergency incidents; etc.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: the streets and surrounding areas of Chester; EMS procedures and equipment to assist in aiding injured individuals under the direction of an EMT or Paramedic (if not certified); methods of building construction; hazardous materials and their implications for firefighting situations; the Department's rules, regulations, policies, procedures, and training bulletins; the general principles of fire science; the uses, capabilities, and limitations of firefighting equipment and apparatus; firefighting techniques and strategies.

Ability to: work effectively with others; successfully and expeditiously perform tasks associated with extinguishing a fire, assist with administering first aid, searching for and rescuing victims, ventilating the fire building, going from receipt of alarm to arrival at the scene of the emergency, receiving training and performing drills, maintaining the fire house and job-related equipment, overhauling the fire building, preparing for the tour of duty, salvaging materials from the fire building, community relations, fire prevention inspections and pre-fire planning, non-fire response activities, and probationary activities.

EXPERIENCE AND TRAINING

These minimum qualifications establish the education, training, experience, special skills and/or license(s) which are required for employment in this classification.

1. High school diploma or equivalent.
2. Successful completion of State Firefighter I certification within two years of hire date.
3. Successful completion of State Emergency Medical Technician certification within two years of hire date.
4. Successful completion of Task Book during six-month probationary period.

LICENSE OR CERTIFICATE

Possession of a valid California Driver License.

NOTES

OTHER REQUIREMENTS:

1. Minimum of 18 years at hire date.
2. Successful completion of the CFD Physical Ability Test.
3. Successful completion of a panel and Chief's interview

BOARD APPROVED DATE: _____

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