


**Ozark Fire Protection District  
Personnel Policies and Regulations**

	<b>APPENDIX NUMBER:</b>	X	<b>APPROVED BY BOARD:</b>	August 25, 2008
	<b>CHAPTER TITLE:</b>	Firefighter: Job Description		
	<b>NUMBER OF PAGES:</b>	2	<b>AMMENDED:</b>	December 20, 2011
	<b>PAGE:</b>	1 of 2	<b>REVIEWED:</b>	

**CLASS TITLE:**

Firefighter

**ACCOUNTABLE TO:**

Company Officer

**PRIMARY OBJECTIVE OF POSITION:**

Under supervision, responds to fire alarms and other emergency calls to protect life and property; trains in and occasionally operates firefighting equipment; participates in fire prevention programs, including inspections, public education, hazardous materials, station maintenance and training activities. Work varies requiring individual judgment within prescribed standards and procedures.

**MAJOR AREAS OF ACCOUNTABILITY AND PERFORMANCE:**

**ESSENTIAL DUTIES ARE:**

Responds to fire alarms, other emergency calls and assists in the suppression of fires, including rescue, entry, ventilating, and salvage work; as training progresses, occasionally drives and operates equipment as required and otherwise assists in the suppression of fires and in the protection of life and property; operates resuscitators and administers first aid; after the fire has been extinguished, performs cleanup and overhaul work and checks testing readiness for further alarms; assists in maintaining fire apparatus, equipment and fire station and grounds; responds to emergency calls; may assist in fire investigations; participates in continued training and instruction programs by individual study of technical matter and attendance at scheduled drills and classes relating to fire fighting techniques, hazardous materials, first aid and emergency medical treatment; performs pre-fire planning; responds to major alarms while off duty; trains and maintains good physical condition; tests hose; subject to call-back;


**OTHER DUTIES INCLUDE:**

Performs kitchen and laundry duties; answers public inquiries; conducts station tours; performs related duties as assigned. Prepares records of own activities; occasionally works with information restricted to specific persons for a limited time; uses equipment requiring care to assure against breakdown or deterioration; occasionally handles small amounts of funds; position requires substantial contact with the public and fellow employees; duties occasionally require heavy physical work; duties require occasional contact with undesirable physical conditions and hazards requiring constant safety considerations.

**SUPERVISION - RESPONSIBILITY FOR WORK OF OTHERS:**

Usually none.

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### **EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:**

Any combination of education and experience equivalent to graduation from high school; possession of a valid Missouri driver's license; First Responder certification; and current State of Missouri Fire Fighter I & II certification is required.

### **EXAMPLES OF PERFORMANCE CRITERIA AND QUALIFICATIONS:**

Responds to alarms and fires promptly, effectively and efficiently; performs proper and effective fire suppression and rescue work;

Maintains good physical condition and agility; demonstrates the ability to work long hours without rest;

Understands and uses equipment and fire suppression methods properly and effectively;

Effectively maintains and tests equipment, apparatus, and stations;

Performs proper and effective fire prevention inspections;

Administers first aid properly and effectively; demonstrates ability to learn and apply effective medical protocols for a wide variety of medical situations;

Attends training sessions regularly and applies knowledge gained in the field;

Demonstrates logic, memory and reasoning skills by gaining, maintaining and applying current knowledge of elementary physics, chemistry and mechanics to fire fighting, vehicle and apparatus repair, rescue, first aid, inspection, and hazardous material situations; makes sound judgments under stressful conditions;

Understands and follows oral and written instructions;

Ability to perform heavy physical work and ability to lift over 100 pounds and to lift and carry 100 pounds; ability to move a person weighing over 200 pounds; ability to carry hose while wearing breathing apparatus;

Ability to stand, walk, sit, bend, crawl, ride, push, pull and perform a variety of similar body movements;

Possesses hand/eye/foot coordination adequate to operate a vehicle and operate equipment;

Ability to talk and hear in person, by telephone, and two-way radio; ability to see and read material and instructions and observe events at emergency scenes;

Establishes and maintains effective working relationships with fellow employees, superiors, and the public.