CITY OF HOT SPRINGS, ARKANSAS
Job Description

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

Firefighter

Department	**Fire**
Pay Grade	**1FD**
FLSA Status	**Non-Exempt**
Safety Sensitive	**Yes**

JOB SUMMARY

Performs responsible work involving the protection of lives and property concerning fires, accidents, hazardous materials, and natural disasters requiring the performance of hazardous tasks under emergency situations.

ESSENTIAL JOB FUNCTIONS

- Extinguishes and prevents fires.
- Responds to fire alarms and rescue calls.
- Develops fire streams and fights fires.
- Raises and climbs ladders.
- Uses chemical extinguishers, bars, hooks, lines, extrication equipment, and other firefighting and rescue equipment.
- Removes people from danger and administers basic life support methods.
- Participates in fire drills.
- Attends and successfully completes both departmental and outside firefighting classes.
- Assists in building inspections.
- Assists in the day-to-day maintenance, repair, and cleaning of Fire Department property, stations, apparatus, and equipment.
- Assists in training other firefighters and in educating the general public.
- Cross-trains on all vehicles and equipment.
- Fills in as a driver/operator when necessary.
- Performs any other related duties as required or assigned.

Supervision Received:
Works under close to general supervision of an administrative superior.

Supervision Exercised:
None.

QUALIFICATIONS

Education and Experience:
High school diploma or equivalent. Previous firefighting experience helpful.

Licenses or Certifications:
Must meet the requirements of and be processed in accordance with applicable state and local laws and civil service regulations.
Must possess a valid driver's license and a clean driving record.

Knowledge, Skills and Abilities:
- Working knowledge of firefighting methods and equipment, and fire prevention methods.
- Working knowledge of basic life support methods.
- Working knowledge of street system, layout of the city, and location of fire hydrants.
- Working knowledge of the elementary principles of mechanics and common causes of fire.
- Knowledge of the Best Practices, rules, regulations and directives of the Fire Department and City, as well as laws affecting fire department operations.
- Understand, follow, and apply the fire departments Best Practices.
- Assists in the formulation and administration of Best Practices.
- Ability to develop skills in effective firefighting.
- Ability to think and react quickly in emergency situations.
- Ability to quickly self-evacuate under dangerous conditions.
- Ability to utilize computers and other electronic devices.
- Ability to establish and maintain effective working relationships with fellow firefighters, fire officials, and the general public.
- Ability to understand and follow verbal and written instructions.
- Ability to be an effective team player.

PHYSICAL/MENTAL DEMANDS

Frequently stands, walks, talks, and hears; occasionally runs; uses hands to handle objects; reaches with hands and arms; stoops, kneels, crouches, crawls, climbs, or balances; uses sense of taste or smell; specific vision requirements include close, distance, color, peripheral, depth perception, and the ability to adjust focus; required to lift more than 125 pounds.

WORK ENVIRONMENT

The noise level in the work environment is usually moderate to very loud; works in outdoor weather conditions, near moving mechanical parts, and in high precarious places; exposed to fumes or airborne particles, toxic or caustic chemicals and wet humid conditions and extreme heat (non-weather); at risk of electrical shock and/or vibration.

EMPLOYEE ACKNOWLEDGEMENT

I hereby acknowledge receipt of the job description and certify that I am able to perform the essential duties and responsibilities of this position and that I meet the qualification requirements stated herein. I acknowledge that in addition to the duties outlined above, I may be required to perform additional duties not specifically spelled out in this job description.

_____ _____

Employee Signature **Date**

The information in this 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, environmental conditions, or qualifications required of employees assigned to this job, and does not in any way represent a contract of employment.

The City of Hot Springs is an Equal Opportunity Employer and will not knowingly permit discrimination in hiring, promotion, or other conditions of employment with regard to race, color, religion, sex, age, disability, veteran status, marital status, ethnicity, pregnancy, sexual orientation, or national origin.