

GOLDER RANCH FIRE DISTRICT

EMPLOYEE JOB DESCRIPTION

Position/Rank: Recruit Firefighter
Reports To: Training Captain
Supervises: Non-Supervisory Position

FLSA: Non-Exempt
Status: Full-Time
Safety Sensitive: Yes

Primary Function

The primary function of the Recruit Firefighter is to learn and apply general duty firefighter work in a non-emergency academic setting. The Recruit Firefighter is enrolled in a Fire Academy for training and is subject to the Golder Ranch Fire District (GRFD) Recruit Training Academy Manual (RTAM) as well as all GRFD Policies and Procedures. During the Fire Academy, the Recruit Firefighter must demonstrate competency in the principal duties and responsibilities as defined below.

Principle Duties and Responsibilities

Learning to become proficient at the following, as directed by training staff:

- All activities necessary to suppress and extinguish fires
- Awareness of Fire Code and public safety education
- Remove individuals from dangerous or hazardous situations
- Identify emergency medical problems and perform prescribed treatment as outlined by established protocol based on certification level
- Maintain fire station and fire academy grounds, apparatus assigned to District, and other related emergency equipment
- Conduct pre-fire planning surveys and orientation
- Drive and operate select emergency apparatus
- Operate fire pumps, water tankers, and other specialized apparatus/tools
- Make minor repairs and adjustments to equipment
- Participate in Physical Agility Test (PAT), as outlined in the Recruit Training Academy Manual (RTAM)
- Complies with rules, policies and procedures set forth by the District, Base Hospital, and Arizona Department of Health Services
- Perform other duties as assigned

Knowledge, Skills and Abilities

- Learn job related material through structured lecture and reading and through oral instruction and observation. This learning takes place in both a classroom setting and in on-the job training setting
- Ability to study using electronic learning resource management platforms
- Knowledge of basic or advanced life support/rescue methods
- Maintain "fit for duty" status.
- Ability to use Self-Contained Breathing Apparatus (SCBA) and protective clothing to prevent exposure to hazardous materials and infectious diseases.
- Ability to make split second decisions in a high stress environment
- Ability to establish and maintain effective and cooperative working relationships with coworkers and the general public
- Ability to learn and comply with District Policies and Procedures
- Ability to communicate orally with customers, clients or the public in face-to face, one-on-one settings
- Understand and follow oral and written instructions in the English language
- Ability to work safely without presenting a direct threat to self or others

Minimum Qualifications

- High school diploma or GED equivalent.
- Must possess a current National Registry Certification and/or Arizona State EMCT-EMT or EMCT-Paramedic level certification, at the time of application.
 - Note: IF applicant only possesses National Registry Certification at time of application, MUST be able to attain Arizona State EMCT-EMT or EMCT-Paramedic level certification. Proof of the required certifications must be provided within one (1) week of conditional offer of employment.
- **Required EMS Certifications:**

| EMT | Paramedic |
|--|--|
| American Heart Association (AHA) Basic Life Support Provider | AHA Basic Life Support Provider WITH |
| | AHA ACLS WITH |
| | AHA PALS OR American Academy of Pediatrics PEPP |

- **NOTE:** CPR cert/card **MUST** be issued by the American Heart Association (AHA)
- **CAUTION:** Heartsaver CPR does NOT meet the minimum requirement. Documents from agencies other than AHA will not be accepted - with the exception of PEPP in place of PALS for EMCT-Paramedic.

All mandatory certifications must be current and maintained throughout assignment as Recruit Firefighter.

- Must possess a valid driver's license (as defined by Arizona Department of Transportation - Motor Vehicle Division) from any state and an acceptable driving record. Applicant must obtain an Arizona state license upon first day of employment.

Definitions:

1. *Acceptable Driving Record: means that the driving record of the employee has 3 points or less for the previous 12 months, or 6 points or less for the previous 36 months (as defined by the AZ Department of Transportation, Motor Vehicle Division [MVD]).*
2. *Valid: means that an individual's current driver's license is not expired, refused, cancelled, revoked, suspended, or restricted.*



GOLDER RANCH FIRE DISTRICT

Physical Requirements/Working Conditions

Job Title: Recruit Firefighter

| Physical Activity | Definition | Never | Occasionally (activity or conditions exist 0-2.5 hrs/day) | Frequently (activity or conditions exist 2.5-5.5 hrs/day) | Constantly (activity or conditions exist 5.5+ hrs/day) |
|-----------------------------|---|-------|--|--|---|
| Repetitive Motion | Repeating movements of arms, hands, wrists, fingers | | | x | |
| Talk | Express or exchange ideas verbally | | | x | |
| Hear | Perceive sound by ear | | | x | |
| See | Obtain impressions through the eye | | | | x |
| Kneel | Bend legs at knee, come to rest on knees | | | x | |
| Crouch/Squat | Bend body down and forward, bending legs and spine | | | x | |
| Crawl | Move on hands, knees, and feet | | x | | |
| Climb | Ascend/descend ladders, stairs, ramps | | x | | |
| Sit | Sit | | | | x |
| Stand | Stand | | | | x |
| Walk | Move about on foot; average distance per shift 3-5 miles | | x | | |
| Bend/Stoop | Bend downward and forward by bending spine at waist | | x | | |
| Lift | Raise or lower object > 10 lbs. from one level to another | | | | x |
| Lift | Raise or lower object > 25 lbs. from one level to another | | | x | |
| Carry | Transport an object | | | | x |
| Push | Press with steady force, thrust objects forward, downward, outward | | x | | |
| Pull | Drag or tug objects | | x | | |
| Turn/Twist | Move a body part in circular motion | | x | | |
| Balance | Exceeding ordinary body equilibrium | | | x | |
| Reach | Extend hands and arms in any direction | | x | | |
| Handle | Seize, hold, turn with hands | | x | | |
| Distinguish Color | Ability to distinguish color | | x | | |
| Fingering | Picking, pinching, typing, or otherwise with fingers rather than whole hand | | | x | |
| Grasping | Applying pressure to an object with the fingers and palm | | | x | |
| Feeling | Perceiving attributes of objects, such as size, shape, temperature, or texture | | | x | |
| Mental / Cognitive Activity | Definition | Never | Occasionally (activity or conditions exist 0-2.5 hrs/day) | Frequently (activity or conditions exist 2.5-5.5 hrs/day) | Constantly (activity or conditions exist 5.5+ hrs/day) |
| Communication | Comprehend and use basic language, either written or spoken, to communicate information and ideas | | | | x |
| | Comprehend and use technical or professional language, either written or spoken, to communicate complex ideas | | | x | |
| Calculation | Perform numerical operations using basic counting, adding, subtracting, multiplying, or dividing | | | x | |
| | Perform complex quantitative calculations or reasoning using algebra, geometry, statistics, or abstract symbols | | x | | |
| Problem Solving | Formulate and apply appropriate course of action for routine or familiar situations | | | | x |
| | Use logic to define problem, collect information, establish facts, draw valid conclusions, interpret information and deal with abstract variables for unique or unfamiliar situations | | | | x |

| Environmental Conditions | Definition | Never | Occasionally (activity or conditions exist 0-2.5 hrs/day) | Frequently (activity or conditions exist 2.5-5.5 hrs/day) | Constantly (activity or conditions exist 5.5 hrs+/day) |
|--------------------------|--|-------|---|---|--|
| Weather And Temperature | Protection from weather conditions but not necessarily from temperature changes | | | X | |
| | Subject to outside environmental conditions – no effective protection from weather | | | X | |
| | Activities occur inside and outside | | | | X |
| | Subject to extreme cold (typically below 32°) | | X | | |
| | Subject to extreme heat (typically above 100°) | | X | | |
| Atmospheric Conditions | One or more of the following conditions that affect the respiratory system of the skin: fumes, odors, dusts, mists, gases, or poor ventilation | | X | | |
| | Worker is required to wear a respirator | | X | | |
| Noise | Sufficient noise to cause the worker to shout in order to be heard above the ambient noise level | | X | | |
| Vibration | Exposure to oscillating movements of the extremities or whole body | | X | | |
| Hazards | Proximity to moving mechanical parts, moving vehicles, electrical current | | X | | |
| | Working on scaffolding and high places | | X | | |
| | Exposure to chemicals | | X | | |
| | Exposure to oils: air and/or skin exposure to oils and other cutting fluids | | X | | |
| | Worker is required to function in narrow aisles or passage ways | | X | | |
| | Worker is exposed to infectious diseases | | | X | |
| | Worker is required to function around prisoners or mental patients | | X | | |

Physical Requirements Checklist

- SEDENTARY**
 - Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects, including the human body.
 - Sitting most of the time.
- LIGHT**
 - Exerting up to 20 pounds of force occasionally and/or a negligible amount of force constantly to move objects.
 - Use of arm and/or leg controls requiring greater exertion of force than for sedentary work, and worker sits most of the time.
- MEDIUM**
 - Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- HEAVY**
 - Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
- VERY HEAVY**
 - Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force constantly to move objects.

This job description is intended to indicate the basic nature of the position(s) allocated to this class and examples of typical duties that may be assigned. It does not imply that all positions within this class will perform all the duties listed, nor does it attempt to list all possible duties that may be assigned.

This job description does not constitute an employment agreement between the employer and employee and is subject to revision by the employer as the needs of the employer change and/or requirements of the job-related duties expand or are updated.

Approved by: _____
Hiring Authority Signature and Date

Employee: _____
Employee Signature and Date

Date of Origin: 03/11/2019
Last Modified: 03/11/2019