



## DUNCAN VALLEY RURAL FIRE DISTRICT JOB DESCRIPTION

<b>Job Title:</b>	Firefighter – Volunteer
<b>Division:</b>	Operations
<b>Reports To:</b>	Company Officer
<b>Classification:</b>	Uniform – Sworn

### Job Summary

Under general supervision of a company officer, participates in all phases of emergency operations to include fire suppression, emergency medical care, rescue, and hazardous material abatement; performs fire prevention inspections, participates in and presents public education programs; manages an assigned departmental program; participates in training activities, station and equipment maintenance and performs other related duties as required.

### Essential Functions

- Responds as a team member on an assigned company to all types of emergency incidents, including but not limited to: fire suppression, emergency medical incidents, hazardous material releases, and rescues, natural and man-made disasters.
- Responds to significant incidents from home or another location while in an off-duty status.
- Performs firefighting activities to include laying hose, setting ladders, rescue work, ventilation, and fire combat, salvage, and overhaul.
- Follows the instructions of a Captain/supervisor or standard procedures while performing all duties.
- Participates in all aspects of Fire District activities.
- Conducts routine maintenance and cleaning of District buildings, grounds, apparatus and equipment.
- Performs minor repairs on District owned buildings, facilities, apparatus and equipment.
- Trains to stay proficient in emergency and non-emergency operations.
- Participates in fuel management projects and performs duties such as thinning, piling, and burning.
- Compiles records and writes reports relative to emergency responses, day to day activities, inspections, station facilities and other related activities.
- Inspects property and facilities to ensure compliance with ordinances and/or best practices.
- Executes all tasks assigned by a supervisor or those of a higher rank or qualification.
- Obeys all District policies, regulations, and procedures.

The essential functions listed above are intended only as illustrations of the various types of work that may be performed. For further guidance, standards of medical requirements for firefighters may be referenced in the most current edition of NFPA 1582: Standard on Comprehensive Occupational Medical Program for Fire Departments. The omission of the specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description is subject to change by the District as the needs of the District and requirements of the job change.



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### **Minimum Qualifications**

Education and Experience:

- Be a minimum of 18 years of age.

Special Requirements:

- Must obtain and maintain a valid, unrestricted Arizona driver's license.

### **Necessary Knowledge, Skills and Abilities**

- English usage and grammar.
- Basic mathematics.
- Perform activities requiring excellent physical condition.
- Learn technical firefighting principles and techniques.
- Understand and carry out oral and written instructions.
- Read and write at the level required for successful job performance.
- Establish and maintain effective relationships with those contacted in the course of work and live cooperatively with peers and supervisors; be an effective team member, follower, and when appropriate, team leader.
- Exercise self-control and good judgment in emergency/hazardous situations.
- Provide excellent internal and external customer service.
- Experience using computers and basic computer software.

### **Physical Demands/Work Environment**

- Must possess the mental ability to reason and make judgments Must possess the ability to understand and follow oral instructions.
- Must be able to understand and follow written instructions Possess the ability to guide and/or give instructions.
- Must possess the ability to make decisions in accordance with established procedures and policies.
- Must be able to speak and understand English in order to answer telephones and radios.
- Must be able to able to communicate verbally with county officials, the general public, vendors, supervisors and other employees.
- Hearing must be adequate to communicate with county officials, the public, vendors, supervisors, and other employees.
- Ability to read and understand text Ability to perform simple arithmetic operations quickly and accurately and to perform more complex operations utilizing a calculator, adding machine or other measuring devices.
- Ability to visualize objects of two or three dimensions, or to think visually of geometric forms.
- Must have manual dexterity to use telephone, radio, and calculator, copy machine, fax machine, manipulate computer keyboard and mouse, use hand tools, and use power tools and to manipulate small objects with fingers rapidly and/or accurately.
- Frequently must lift, push/pull, carry/hold materials or equipment in excess of 50 pounds from ground to waist, at waist level, waist to shoulder, and above shoulder level.



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- Routinely climb ladders, stairways, and steps.
- Ability to stand for 8+ hours per day.
- Ability to sit for 8+ hours per day.
- Ability to run and/or walk for 3+ hour per day.
- Walking and running may occur over both flat and rough terrain Must be able to frequently stoop, kneel, crouch, and crawl.
- Frequently must be able to reach, handle, manipulate, and feel.
- Essential job function vision includes peripheral vision, night vision, focus, color perception, and depth perception.
- Must be able to drive motor vehicles (cars, sport utility vehicles, medium/large/heavy trucks) with automatic and standard transmissions.