

**CLASS TITLE: FIREFIGHTER**

**PURPOSE OF CLASS**

- Protects citizens by performing firefighting and rescue operations in the District. Other duties include performing maintenance of vehicles and fire stations, and representing the Department to the public at various events. This position is non-exempt under the Fair Labor Standards Act (FLSA). Pursuant to the Town's Organization Chart, this position reports directly to the Deputy Fire Chief.

**TYPICAL CLASS ESSENTIAL DUTIES**

- Responds to reports of fires which includes; driving fire service apparatus and operating equipment; securing the scene; extinguishing the fire; salvaging structures and their contents; and providing emergency medical services to injured parties.
- Conducts rescue operations by performing extrication activities and providing emergency medical services to injured parties.
- Performs vehicle maintenance by conducting periodic inspections and ensuring readiness for fire and rescue operations.
- Performs station maintenance duties including cleaning and storing equipment, cleaning and maintaining the grounds.
- Performs flow tests and maintenance on the Town's water supply system.
- Participates in ongoing driver/operator, firefighting, rescue and emergency medical training.
- Represents the department at special events including parades and open houses.
- Performs other duties of a similar nature or level.
- Performs work during emergency/disaster situations.
- Designs and performs public education programs to promote fire prevention
- Performs Level I fire inspections within the town limits of Burgaw
- Specific position assignments will vary depending on the needs of the department at the direction of the Fire Administrator.

**KNOWLEDGE AND SKILLS**

**Knowledge of:**

- Basic principles of fire science;
- Basic mechanical concepts;
- Emergency management techniques;
- Hazardous materials management techniques;
- Basic emergency medical practices;
- Basic local and state fire ordinances;
- Basic Principles of rescue;
- Fire inspection codes and inspection techniques;
- Fire prevention methods and educational methodology.

**Skill in:**

- Performing fire suppression and rescue operations;
- Driving fire service apparatus

- Operating firefighting equipment;
- Performing basic vehicle maintenance;
- Using a computer and related software applications;
- Fire Prevention and code enforcement;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

**TRAINING AND EXPERIENCE**

- High School Diploma or General Equivalency Diploma (GED) and two (2) years of experience in firefighting and fire apparatus operation; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

**LICENSING/CERTIFICATION**

- NC Driver’s License;
- Class B NC Driver’s License within 30 days of employment.
- North Carolina Firefighter II
- North Carolina Certified Fire Inspector Level I within 12 months of employment
- North Carolina Certified Fire Life Safety Educator Level I within 12 months of employment

**PHYSICAL REQUIREMENTS/WORKING CONDITIONS**

- Typically requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.
- Heavy Work: 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.
- May be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises, and travel.

**GENERAL INFORMATION**

- Work week will be 8:00AM – 5:00PM Monday - Friday. Must be available for continuous coverage as a result of a Natural Disaster or other emergency situation.

Approved & Adopted by the  
Town of Burgaw Board of Commissioners

Date: \_\_\_\_\_