



## **LANARK HIGHLANDS FIRE SERVICE - JOB DESCRIPTION**

**JOB TITLE:** **Firefighter (Probationary to 1<sup>st</sup> Class)**

**DIRECTLY RESPONSIBLE TO:** Station Captain and Lieutenants

**INDIRECTLY RESPONSIBLE TO:** Chief / Deputy Chief

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### **SUMMARY:**

Under the direction of Lanark Highlands Fire Service Officers, a Firefighter serves the residents of Lanark Highlands by responding to a wide variety of situations, ranging from emergencies that immediately threaten life or property to routine citizen requests for information or assistance. They perform within the scope of the policies and procedures of Lanark Highlands Fire Service and they perform duties in the following general categories: fire suppression, emergency medical aid or rescue, hazardous material responses, training, building inspections and public education.

### **SCOPE:**

This document is used to ensure consistency in stating the job requirements including training and any license requirements.

### **KEY ROLES AND RESPONSIBILITIES:**

- Responds to fire, rescue, hazardous materials emergencies and other emergencies assigned to the department and maintains a minimum of 50% attendance each fiscal year.
- Lays and connects hose line, nozzles and other related appliances, turns water on and off
- Holds fire hose and directs fire streams
- Operates a pump as assigned
- Drives fire apparatus as assigned
- Carries, puts up and climbs ladders
- Operates rescue equipment
- Performs salvage work at fire and emergency scenes using salvage covers, vacuums, mops, squeegees, etc.
- Performs ventilation by making openings in buildings, using exhaust fans or fog streams
- Enters burning or contaminated buildings, structures and other areas to fight fires and/or perform rescues while wearing required clothing and safety equipment



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- Assists in giving first aid to the injured
- Assists in cleaning firefighting equipment and apparatus upon return to the station after an emergency call, training, or at an officers discretion.
- Attends regular training sessions to practice existing procedures and to learn and practice new firefighting and rescue methods and maintains a minimum of 70% attendance each fiscal year at training and meetings.
- Cleans and maintains areas of the fire station used by the members as scheduled
- Assists with the Fire Prevention Program
- Any other duties as assigned by the Fire Chief, Deputy Fire Chief, Captains, and or Lieutenants.

### **WORKING CONDITIONS:**

- Regularly work in emergency situations with distressed, emotional or excited people;
- Emotionally demanding, stressful environment;
- Perform work in all weather conditions;
- Work in an enclosed vehicle, such as a fire truck, on a daily basis;
- Exposure to hazardous contaminants;
- Exposure to very hot or very cold temperatures;
- Exposure to sounds and noise levels that may be distracting and uncomfortable;
- Exposure to cramped work places that require getting into awkward positions;
- Firefighters often have to physically assist victims when escaping a dangerous situation.
- Firefighters will be expected to respond to and work in all types of weather and less than ideal conditions. Firefighters may have to enter hazardous atmospheres and areas and will be expected to work in a safe manner.

### **REQUIRED KNOWLEDGE, SKILLS, ABILITIES, EXPERIENCE AND TRAINING:**

- Valid High School Diploma (or equivalent);
- Valid Driver's License;
- Means of transportation to respond to alarms and attend training
- Medical Certificate – to be completed by Applicant's Doctor;
- Ability to provide a vulnerable sector clearance;
- Effective communication to understand and carry out verbal instructions;
- Ability to learn of the operation of all apparatus, equipment and methods used in combating, extinguishing, and preventing fires and in rescue work;
- Ability to successfully pass first aid/C.P.R. certification training;
- Able to learn and apply technical information pertaining to fire-fighting;
- Ability to obtain a Valid Class DZ Driver's License;



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- Ability to successfully complete and pass NFPA 1001 Level I and Level II, and NFPA 1072 Awareness and Operations within one (1) calendar year.
- Previous firefighting experience and training will be considered an asset.

### **WORKING RELATIONSHIPS:**

**Internal:** Fire Chief, Deputy Fire Chief, Captains, Lieutenants, Firefighters, Administrative Assistant, Chief Administrative Officer.

**External:** Other Fire Departments, OPP and EMS, Public.