

Job Description

Working Title:	FIREFIGHTER
Position Type:	CASUAL
FTE (ie: 1.0, 0.5):	N/A
Classification:	TECHNICAL
Division:	PROTECTIVE SERVICES
Department:	COMMUNITY AND PROTECTIVE SERVICES
Reports To:	PLATOON CAPTAIN/LIEUTENANT
☐	New Position
☐	Update of current position
☐	Significant changes (at least 50% of job has changed) – Job Evaluation required

SECTION 1: PURPOSE OF POSITION

This position will assist the Fire Department with all the duties necessary to save life, property, and the environment. The Casual Firefighter will combat, extinguish and/or prevent fires by rapidly and efficiently performing duties as required under emergency conditions. This position provides medical response and aid for the Emergency Medical Service and performs rescue/extrication operations where necessary to prevent loss of life or further injury from any cause. This position will be required to respond to emergency and non-emergency situations based on availability and scheduling. Regular training attendance is required during weeknights and some weekends throughout the year.

SECTION 2: KEY RESPONSIBILITIES

Time Percentage	Key Responsibility
20	Fire Emergency - Respond to emergency calls as directed - Drive and/or operate any Fire vehicle or equipment as assigned. - Perform all duties required for suppression of all types of fires. The majority of fires are structures and wild land fires.
20	Medical Emergency Assist Emergency Medical Service personnel, when requested, to provide them with assistance to conduct appropriate intervention including CPR, other first aid as required, lifts and carries.
20	Other Emergencies Perform a variety of rescue-related duties to protect the public and lessen severity of injuries related to motor vehicle accidents, confined space entrapment, water hazards, industrial accidents, incidents involving hazardous materials etc.
40	Non-Emergency Duties - Perform maintenance and cleaning to Fire Department apparatus, equipment and buildings as assigned. - Participate in department training programs to be proficient, knowledgeable and up to date with respect to equipment and procedures for firefighting, medical and other emergencies. - Participate in public relations projects involving visits, tours and demonstrations etc. - Maintain a strong working relationship with department personnel through regular training and department activities - Always demonstrate professionalism to maintain the strong reputation of the Department. - Perform other duties as assigned and within the scope of this position.

SECTION 3: SUPERVISION OF OTHERS

Position Title	Direct	General
N/A	☐	☐

SECTION 4: QUALIFICATIONS

Level of education and experience required:
- High School Diploma or equivalent (GED) - Post-secondary Fire Services and/or medical education will be considered an asset - Previous Firefighting or Emergency Services experience will be considered an asset

Required designations, licenses, Certificates required:
- Valid Class 5 Alberta operator's license - Class 3 license with Air Brake "Q" endorsement considered an asset - Driver's abstract for the past three years with no more than 6 demerit points. - Standard First Aid certification considered an asset - Clear Criminal Record Check including Vulnerable Sector - Medical Assessment and physical examination by a physician and be given clearance to perform all the physical requirements this position requires.

Required Knowledge, Skills and Abilities:
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- Minimum 18 years of age.
- Legally entitled to work in Canada.
- Must possess agility, strength and physical stamina to perform arduous and prolonged work under adverse and strenuous conditions.
- Ability to verbally communicate clearly and concisely under stressful conditions.
- Ability to exercise good judgement within an emotionally challenging environment.
- Strong interpersonal skills and ability to work effectively in a team environment.
- Ability to successfully complete the Fire Department's physical fitness evaluation.

Software/Technology

- Basic skills to use Microsoft Word and Excel.
- Ability to use web-based online training programs.

PHYSICAL EFFORT

☐	Routine office environment. Limited physical effort. A variety of typical office requirements such as sitting, standing and walking. Limited physical effort. Limited intense visual concentration is required. Infrequent physical effort (lifting, bending, etc); Infrequent peaks of concentration are necessary for short periods from time to time (e.g. several minutes up to half an hour) Interruptions or distractions occur occasionally, but do not interfere with completion of quality of work as the nature of the work is highly repetitive and routine
☐	Moderate physical effort, requires occasional lifting, bending, standing, climbing ladders, etc. Requires extended periods of standing or moving. Manual dexterity can include handling of items or tools of various sizes, sorting or manipulating small parts or materials or tools, where the pace of work can largely be controlled. Intense visual concentration is greater than 50% of the time. Moderate peaks of concentration (e.g. up to half day) are a typical, with some ability to control this by taking breaks from the task. Interruptions or distractions occur frequently and sometimes interfere with output quality or timeliness. Time pressures with the job are noticeable, but are not frequent or significant. May perform a moderate level of heavy physical activities (pulling, lifting, pushing heavy or awkward objects, etc). May require some specialized training and/or use of safety equipment.
☒	Regular, frequent or sustained and considerable physical effort is required with limited opportunities to rest except at scheduled breaks. May require a degree of major physical effort over an extended period of time. Requires frequent or regular considerable moving, standing or heavy physical activities (e.g. lifting, moving, or pulling heavy awkward objects on a regular basis). Typically requires some specialized training (certifications, etc) and/or use of safety equipment. May also require personal protective equipment. Regular, frequent or sustained, and substantial peaks of concentration are a typical throughout the day. It may not be possible to take breaks from tasks due to time pressures and deadlines that often oblige continuation until task completed. Interruptions and distractions occur frequently, and often to significantly interfere with the ability to complete the task correctly/in timely manner and consistently.

WORK ENVIRONMENT

☐	Routine office environment. Limited exposure to disagreeable aspects such as noise, heat/cold, dust, fumes, etc
☐	Moderate exposure to disagreeable aspects of the work environment. The job may require occasional exposure, but is limited in terms of frequency, severity, and/or duration. May require some specialized training, and/or use of safety equipment.
☒	Considerable, frequent or ongoing exposure to disagreeable aspects of the work environment. The job requires regular exposure in terms of frequency, severity, and/or duration. Typically requires some specialized training (certifications, etc), and/or use of safety equipment. May also require personal protective equipment.

Employee Name (if applicable): _____

Reviewed by Employee: _____

Reviewed by Manager: _____

Review Date: _____