JOB INFORMATION

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Firefighter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department:</td>
<td>Fire</td>
</tr>
<tr>
<td>Reports to Position:</td>
<td>Fire Chief</td>
</tr>
<tr>
<td>Location:</td>
<td>Station 1 or 2</td>
</tr>
<tr>
<td>Effect. Date:</td>
<td>8/4/05</td>
</tr>
<tr>
<td>Civil Service:</td>
<td>Yes</td>
</tr>
<tr>
<td>Bargaining Unit:</td>
<td>Fire</td>
</tr>
<tr>
<td>Pay Grade:</td>
<td>Fire Contract</td>
</tr>
<tr>
<td>Overtime Status:</td>
<td>Paid Overtime</td>
</tr>
<tr>
<td>FLSA Status:</td>
<td>Non-Exempt</td>
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</tbody>
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JOB SUMMARY

Provide a brief description as to the primary purpose of this job (no more than three to five sentences):

This is a full-time position within the municipal fire department. A firefighter trains for and participates in activities that protect life and property via skilled firefighting and rescue operations. National or State of Iowa certification as an EMT-B is required for hire and must be maintained throughout the employee’s career. Work often includes performing strenuous, hazardous tasks during emergency situations. In addition to fire fighting and rescue work; a firefighter maintains fire department property, equipment, apparatus, and quarters. Additional time is spent training and studying modern fire-fighting techniques. Direction and supervision is received from superior officers.

ESSENTIAL JOB DUTIES/WORK PERFORMED

List essential job functions that comprise the job; describe in terms of actions (verbs) and desired outcomes in order of most important first:

- Responds to fire alarms; drives fire apparatus and auxiliary equipment; lays and connects hose; holds nozzles and directs fog or water streams; raises and climbs ladders; uses fire extinguishers, bars, hooks, lines and other equipment.
- Ventilates burning buildings by opening windows, cutting holes in roofs and floors, or by mechanical means. Performs salvage operations such as throwing salvage covers, sweeping water, and removing debris.
- Removes persons from danger and administers first aid when necessary.
- Attends training courses; reads and studies assigned materials related to firefighting and prevention.
- Participates in fire drills and attends classes in firefighting and emergency medical care.
- Performs general maintenance work in the upkeep of fire department property: cleans and washes floors and walls; repairs property and equipment; washes, hangs, and dries hoses; washes, cleans, polishes, and tests apparatus.
- Assists senior officers in fire inspections; check fire escapes, building exits, and related structures for compliance with fire prevention ordinances.
- May be required to perform lieutenant’s duties in the absence of lieutenant.
- Performs related work as required.

REQUIRED KNOWLEDGE AND SKILLS

List key dimensions (measurements for success) for this position:

- Ability to learn a wide variety of firefighting duties and methods within a specified probationary period.
- Knowledge of emergency medical procedures and skill in their application.
- Knowledge of the district’s geography, including the location of streets, major buildings and water supply sources.
- Ability to establish and maintain effective working relationships with fellow employees and the general public.
- Ability to understand and follow oral and written instructions.
- Skill in operating motor vehicles.

ESSENTIAL FUNCTIONS & PHYSICAL ABILITIES

List key relationships (to whom and the nature of the relationship) and leadership received and from whom associated with this position:

- Ability to read, speak, write and understand English to effectively communicate with citizens and employees by
telephone, two-way radio, in written form or face-to-face.

- Ability to hear speech and other commands effectively to allow for the taking of directions from dispatchers and command officers and to avoid injury from accident.
- Possess full physical agility and bipedal mobility to effectuate rescue of individuals, movement of unconscious persons and carrying of heavy equipment and hose lines.
- Possess mental functions free of significant aberration, which are essential for rational decision making in firefighting operations, the application of emergency medical procedures or technical rescue activities.
- Shall not pose a direct threat to the health or safety of other individuals in the work place or citizens encountered during work.
- Ability to work long hours outdoors, occasionally under adverse weather conditions.
- Specific examples or essential functions are as follows:
  - Driving fire apparatus and other emergency vehicles;
  - Dragging and carrying various lengths and sizes of fire hose;
  - Directing streams of water through nozzles;
  - Carrying, raising and climbing ladders; and carrying equipment up and down ladders;
  - Using forcible entry tools such as saws, axes, bars, etc. to open holes in walls, roofs and floors;
  - Wearing breathing apparatus while performing interior search and rescue operations, usually in heavy heat and smoke conditions;
  - Tying a variety of fire service knots for raising and lowering equipment and/or rescue trapped or unconscious persons;
  - Extending hose lines by making and/or breaking hose couplings;
  - Carrying unconscious persons down ladders;
  - Performing salvage operations such as throwing salvage covers, sweeping water and removing debris;
  - Sending and receiving radio transmissions;
  - Giving and receiving instructions;
  - Administering first aid and CPR;
  - Operating cardiac defibrillators;
  - Cleaning and washing equipment, hose and fire vehicles;
  - Repairing vehicles and equipment;
  - Cleaning and washing floors and walls in fire stations;
  - Shoveling snow from fire station's driveways and sidewalks;
  - Working out to remain physically fit;
  - Speaking to civic groups, students and assembled citizens;
  - Attending conferences and training sessions;
  - Using complex equipment in accordance with specifications;
  - Remaining calm in difficult and dangerous situations;
  - Exercising judgment consistent with a person of sound mental health with an absence of organic or psychological dysfunction.

### QUALIFICATIONS

List the minimum requirements to be considered for this position:

- High school diploma.
- Iowa or National EMT-B certification.
- Iowa or National EMT-I or EMT-P certification preferred.
- Iowa or National Fire Fighter I certification desirable.
- Must have valid Iowa driver’s license.

### WORKING CONDITIONS

List working conditions for this position:

- Firefighters work under extremely dangerous conditions
- Works in a physically and mentally stressful environment
- Shifts may vary including the need to work some overtime upon demand of workload
### REQUIRED BACKGROUND CHECKS

_List working conditions for this position:

- Worker’s Compensation Background check
- Sex Offender Registry
- Criminal Background Check
- Drug Screening
- Driving Record
- Pre-Employment Physical