



1840 MALABAR ROAD

MALABAR FLORIDA 32950

(321) 725-1030

Job Description: Fire Driver/Engineer

GENERAL STATEMENT OF JOB

Under general supervision, performs skilled and special duties, while responding to emergencies and operating fire apparatus and other pertinent equipment. Responds to alarms in a safe manner to ensure the safety of personnel and equipment at each emergency. Employee is also responsible for testing and maintaining all fire equipment and performing emergency rescue work in accordance with established Basic Life Support protocols.

SPECIFIC DUTIES AND RESPONSIBILITIES:

ESSENTIAL JOB FUNCTION

Reports directly to the lieutenant under the department's organizational structure.

Responds with a company of firefighters to incidents requiring firefighting, emergency rescue or hazardous material response; driving fire apparatus to the emergency response scene, ensuring the emergency warning devices are in operation when necessary; operates and monitors equipment and apparatus, such as pumps, hoses, gauges, generators, air compressors, ladders, aerial ladders, etc. at emergency response scenes.

Performs fire suppression functions of firefighter, including positioning and operating hoses, ventilating buildings, performing salvage overhaul operations, etc.

Inspects assigned emergency response apparatus and equipment daily to ensure efficient operating condition and readiness; have general knowledge of mechanical tools like screwdriver's, pliers, crescent wrench, etc. Cleans and maintains and restocks all equipment as necessary, after completion of emergency response operations; perform minor repairs and assist in major repairs of apparatus and equipment as appropriate.

Attends and participates in training sessions on such topics as fire suppression techniques, equipment techniques, emergency medical care, hazardous material containment, street layout and building and hydrant locations, etc.

Knowledge of computers; update daily logs of all equipment and make active records, and daily note of any equipment out of service and reasons why.

Performs necessary rescue work in accordance with established protocols for Basic Life support; administers necessary emergency medical care requiring the use of suction units, immobilization equipment and oxygen delivery system. Familiarization with EMS/Fire reports, writing EMS/Fire reports under the supervision of the company officer (lieutenant).

ADDITIONAL JOB FUNCTIONS

May research and offer input into equipment needs and purchases. Performs other related work as required.

These listed duties are only illustrative and are not intended to describe every function that may be performed by this job class. The omission of specific statements does not preclude management from assigning specific duties not listed if such duties are a logical assignment to the position.

EMERGENCY DECLARATION STATUS:

Essential Employees may be required to work during an undeclared emergency and /or declared emergency. On an incident-by-incident basis, the employee's department Head will make the determination as who will be required to work.

Requirements

High School Diploma or GED

Possession of a Valid Florida Driver's License and have an acceptable driving record and maintain an acceptable driving record.

Florida Bureau of Fire Standards Certificate of Compliance as Firefighter.

Florida Emergency Medical Tech (EMT) Certificate.

Current EVOC Certificate.

Pump Operation Certificate (or enrolled in the class when applying for position)

Minimum of five years, on the job, experience.

A member with the department in good standings for six months.

Minimum qualifications or standards required to perform essential job functions:

Physical requirements:

Must be physically able to operate a variety of fire equipment including driving a fire truck, brush truck pump ladders pulling lighting trailer, self-contained breathing apparatus, "jaw of life" hand tools, axes, shovels, two-way radios, etc. must be able to exert up to 100 pounds of force occasionally, and or up to 50 pounds of force frequently, and /or up to 25 pounds of force constantly to lift, carry, push, pull, pry, or otherwise move objects. Requires ability to maintain body equilibrium to prevent falling when walking, standing, bending, stooping, crouching, or on narrow, slippery, or erratically moving surface. Physical demand requirement if for heavy work.

Data Conception:

Requires the ability to compare and or judge the readily observably, functional, structural, or composite characteristics (whether similar or divergent from obvious standard) of data, people, or things.

Interpersonal Communication: Requires the ability to speak and/or signal people to convey or exchange information. Includes receiving instruction, assignment, or directions from supervisors.

Language Ability: Requires the ability to read a variety of reports correspondence, charts, forms, etc. Requires the ability to prepare correspondence, reports, forms, etc., using prescribed formats. Requires the ability to speak to people with poise, voice control and confidence.

Intelligence: Requires the ability to apply principles of rational systems to solve practical problems and deal with a variety of concrete variety in situations where only limited standardization exists; to interpret a variety of instruction furnished in written, oral, diagrammatic, or schedule form.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages including fire and medical terminology, and emergency response codes.

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide; utilize decimals and percentages.

Form/spatial Aptitude: Requires the ability to inspect items for proper length, with and shape.

Motor Coordination: Requires the ability to coordinate hand and eyes rapidly and accurately in using fire fighting equipment and hand tools.

Manual Dexterity: requires the ability to handle a variety of items such as firefighting equipment and hand tools. Must have minimal levels of eye/hand/foot coordination.

Color Perception: Requires the ability to differentiate between colors and shades of color.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with people under stress, and emergency situations.

Physical Communication: Requires the ability to talk and hear: (Talking expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.)

PROFORMANCE INDICATOR:

Knowledge of Job: Has considerable knowledge of the operating characteristics and service requirements of equipment and apparatus used in firefighting, fire prevention, rescue operations and hazardous material response. Has considerable knowledge of the hazards involved in emergency response operations and of the applicable safety precautions? Has considerable knowledge of streets layout, subdivisions, buildings, and locations of fire hydrants, also drafting hydrants, ponds, for drafting throughout the Town. Has general knowledge of departmental policies, procedures, rules, and regulations. Has general knowledge of basic emergency medical procedures and extrication techniques. Is skilled in the operation and care of assigned emergency response apparatus and equipment. Can operate and instruct firefighting personnel in the operation of all firefighting and emergency response apparatus. Can exercise initiative in meeting and resolving emergency situations. Can analyze situations quickly and correctly and adopt effective courses of action regarding surroundings and circumstances. Can maintain routine activity reports. Can communicate effectively orally and in writing. Can establish and maintain effective working relationships as necessitated by work assignments. Has physical strength and agility to perform prolonged and arduous work under adverse conditions when required.

Quality of Work: Maintains high standards of accuracy in exercising duties and responsibilities. Exercises immediate remedial action to correct any quality deficiencies that occur in areas of responsibility. Maintains high quality communication and interacts within department and division, and with coworkers and the general public. Maintains effective and efficient output of all duties and responsibilities as described under "Specific Duties and Responsibilities."

Dependability: Assumes responsibility for doing assigned work and meeting deadlines. Completes assigned work on or before deadlines in accordance with directives, Town policy, standards, and prescribed procedures. Accepts accountability for meeting assigned responsibilities in the technical, human, and conceptual areas.

Attendance: Attends work regularly and adheres to Town policies and procedures regarding absences and tardiness. Provides adequate notice to higher management with respect to vacation time and time off requests.

Initiative and Enthusiasm: Maintains an enthusiastic, self-reliant, and self-starting approach to meet job responsibilities and accountabilities. Strives to anticipate work to be done and initiates proper and acceptable direction for completion of work with a minimum of supervision and instruction.

Judgment: Exercises analytical judgment in areas of responsibility. Identifies problems or situations as they occur and specifies decision objectives. Identifies or assists in identifying alternative solutions to problems or situations. Implements decisions in accordance with prescribed and effective policies and procedures and with a minimum of errors. Seeks expert or experienced advice and research problems, situations, and alternatives before exercising judgment.

Cooperation: Accepts supervisory instruction and direction and strives to meet the goals and objectives of same. Questions such instruction and direction when clarification of results or consequences are justified, i.e., poor communications, variance with Town policy or procedures, etc. Offers suggestions and recommendations to encourage and improve cooperation between all staff persons within the department.

Relationships with Others: Shares knowledge with supervisors and staff for mutual and departmental benefit. Contributes to maintaining high morale among all department employees. Develops and maintains cooperative and courteous relationships with department employees, staffers and managers in other departments, representatives from organizations, and the general public so as to maintain good will toward the department and project a good departmental image. Tactfully and effectively handles requests, suggestions and complaints from other departments and persons in order to maintain good will within the Town. Interacts effectively with fellow employees, supervisor, professionals, and the general public.

Coordination of Work: Plans and organizes daily work routine. Establishes priorities for the completion of work in accordance with sound time management methodology. Avoids duplication of effort. Estimates expected time of completion of elements of work and establishes a personal schedule accordingly. Attends meetings, planning sessions and discussions on time. Implements work activity in accordance with priorities and estimated schedules.

Safety and Housekeeping: Adheres to all safety and housekeeping standards established by the Town and various regulatory agencies. Sees that the standards are not violated. Maintains a clean and orderly workplace.