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# California CSD

## POLICY HANDBOOK

**POLICY TITLE: Job Description – FIREFIGHTER**

**POLICY NUMBER: 3603**

### JOB SUMMARY

**Under the direct supervision of the assigned shift's Fire Captain the Firefighter participates in wild land, rural, and structural fire suppression. As a member of a fire crew, the firefighter fights fires, repairs equipment, assists with general station housekeeping, and responds to emergency situations. Also provides assistance to medical personnel during medical calls.**

- Carries, raises, and use ladders
- Lays, charges, and operates a hose (line); collects, folds, and re-loads hose on engine.
- Climbs stairs and ladders carrying equipment such as forcible entry and room fire equipment, protective gear, and uncharged hose lines with nozzle.
- Wears a respirator (SCBA) to safely perform firefighter operations, or perform rescues in conditions where smoke or grass may be present; duties may require a firefighter to wear an SCBA thirty minutes to several hours at one time.
- Responds to vehicle accidents, medical calls, and mutual aid request
- Performs equipment checks; pulls equipment out of compartments for cleaning and maintenance; washes engines and trucks.
- Assist with vehicle extrications
- Performs household duties at the fire station such as sweeping, mopping, power washing.
- Drive tractor, operate weed eater, use hand tools such as shovels and rakes
- Firefighters assigned to hand crews on contracted fire assignments, suppress wildfires primarily via fireline construction. Hand crews often hike into wildland fires and encircle the fire by cutting a path (called a fireline) by removing rocks, leaves, twigs, brush, trees, and grasses between the fire and its future sources of fuel. Firelines are constructed using hand tools (shovels, pulaskis, mcleods, etc.) and chainsaws. Hand crews hold firelines by burning out fuels inside firelines and mopping up once a fire is contained. When not doing fire suppression, hand crews do physical training, and projects like basic facilities maintenance, trail construction, thinning, and preparation of prescribed fire units.

**All Cal Pines Community Service District Firefighters are required to assist with routine District maintenance when not otherwise occupied with firefighter duties.**

**Maintenance tasks include:**

- Perform varied maintenance work for the water distribution and sewage collection facilities, buildings, parks, streets, fire equipment and buildings, refuse collection, airport, vector and lot mowing.
- Operate and maintain refuse collection vehicle, lift waste receptacles into collection vehicles, handle various forms of garbage, green waste and certain wastes that may be considered hazardous.
- Operate and maintain large mowers, brush hog, weed whackers and chemical application equipment.
- Assist in cleaning up work sites, assure proper disposal of hazardous materials as established by District Guidelines, perform work related to the handling of sludge at the wastewater treatment facilities
- Perform related duties and responsibilities as required or directed to do so by management. Maintain accurate and complete records of work performed as required or deemed necessary by the District.
- Insure adherence to safe work practices and procedures, attend safety meetings as mandated by District policy.
- Environmental working conditions in the field: traveling from site to site, working with water and/or sewage may include, but not limited to exposure to noise, dust, gases, traffic, chemicals and inclement weather conditions.
- Essential job functions require maintaining physical condition necessary for heavy to moderate lifting or light lifting and carrying, bending, twisting, stooping, kneeling, walking, standing or sitting for prolonged periods of time and operating motorized equipment and vehicles.
- Accommodations may be made for some of the physical demands for otherwise qualified individuals who require and request such accommodation.
- This job duties description lists the major duties and requirements but is not all-inclusive. Incumbents may be required to perform job-related duties not included in this document and may be required to have specific job-related knowledge and skills.

**Normal Work Schedule are 24.5 hour shifts worked as follows:**

**7:00 a.m. – 7:30 a.m. the following day, using a modified Kelly schedule.**

**Contracted fire assignments are dependent on the assignment and the contracting agency (OES, USFS Etc.) and the schedule varies on a case by case basis. Contracted Fire is not a guarantee, and is kept separate from employees regular schedule for hours worked and payroll purposes. Employees must sign an acknowledgment before they will be eligible to participate in contracted assignments, stating that they have been given information pertaining to the Districts procedures regarding Contracted fire pay.**

### **Qualifications**

Emergency Medical Responder Certification must be obtained within the first 12 months of employment

Valid CA Drivers License

High School Diploma or GED

Basic 32 Certification

Firefighter I Certification, or the ability to obtain the Certification within the first 12 months of employment, if this requirement is not met within 12 months, employment may be terminated.