

Lane Fire Authority	Standard Operating Guidelines	Chapter 1
ROUTINE OPERATIONS	JOB DESCRIPTIONS	SUBJECT 3
Date Modified: 5/3/2020	PROBATIONARY FIREFIGHTER	TOPIC 1

Purpose: To provide a comprehensive description of the job of a Probationary Firefighter with LFA and guidance on minimum requirements for that level.

Scope: LFA responders at the rank of Probationary Firefighter

General:

The fundamental reason this classification exists is to protect life and property through firefighting and EMS activities while under direct supervision, learning the tasks of a firefighter. Major elements of a Probationary Firefighter's work are the participation in supervised drills and training in firefighting. Some time is spent in special and routine maintenance of equipment and apparatus and routine care of buildings and grounds, as well as public education activities.

Work at the fire station and scenes of fires, is performed under close supervision in accordance with procedures and is inspected in process and upon completion by an officer. Additional areas of responsibility may be assigned.

Firefighters work under the general supervision of a Lieutenant or AIC. This position encompasses all levels of EMT certification when applicable. This is a non-exempt position in accordance with the Fair Labor Standards Act for career staff.

Supervision Received and Exercised: Receives specific direction from a company officer or as designated. Function as a member of the Incident Command System as needed/qualified at fire, rescue, EMS and hazardous materials incidents.

Duties: (Duties may include but are not limited to the following)

- Maintain as necessary, fire district records, and prepare reports as assigned.
- Assist when necessary, the district mechanic in the conduct of the regular maintenance program.
- Respond to fire and other emergency calls for help with assigned company. (Assigned company means that company which is due on any given alarm.)
- The probationary firefighter may attend conferences, schools and various meetings to keep abreast of new developments in the fire prevention, EMS, suppression and other fire service related areas as approved by the Training Division.

Lane Fire Authority	Standard Operating Guidelines	Chapter 1
ROUTINE OPERATIONS	JOB DESCRIPTIONS	SUBJECT 3
Date Modified: 5/3/2020	PROBATIONARY FIREFIGHTER	TOPIC 1

- The probationary firefighter shall be responsible for the cleanliness and maintenance of their station, apparatus, to include tools and other district property assigned to or stored therein.
- The Probationary firefighter shall participate in public fire prevention education in their assigned area and answer the public when necessary on inquiries of fire prevention matters.
- Lays and connects hose, holds nozzles and directs water streams, raises and climbs ladders and uses chemical extinguishers, bars, hooks, lines and other equipment at the scenes of fires.
- Performs salvage operations.
- Administers emergency medical services to injured persons per protocol.
- Participates in fire drills and attends classes in firefighting, EMS and related duties.
- Performs general maintenance work in the up-keep of the District’s property.
- Conducts tours of station houses for scout, civic and other interested groups.
- Operates radios and other communications equipment.
- Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
- Other duties as assigned by the company officer or higher.

Qualifications Knowledge of:

- Fire fighting principles and practices.
- Fire salvage and overhaul operations.
- Building construction.
- Fire Department policies, procedures, rules, and regulations.
- The geographical layout of the Fire District, street names and numbers, and hydrant locations.
- Emergency Medical techniques and procedures at level of certification and below.
- Principles of medical ethics, confidentiality, and HIPAA Regulations.

Lane Fire Authority	Standard Operating Guidelines	Chapter 1
ROUTINE OPERATIONS	JOB DESCRIPTIONS	SUBJECT 3
Date Modified: 5/3/2020	PROBATIONARY FIREFIGHTER	TOPIC 1

- Principles of Incident Command System.

Ability to:

- Work cooperatively with other District members and the public.
- Work at heights greater than ten feet.
- Operate power driven machinery such as lawn mowers and hydraulic tools.
- Move objects between 20-50 pounds short distances (20 feet or more).
- Observe or monitor people's behavior to assess patient condition.
- Communicate orally with customers, clients or the public in face-to-face one-on-one settings.
- Understand and follow oral and written instructions in the English language.
- Perceive red, yellow, and blue colors to recognize hazards identified by fire diamonds.
- Tolerate extreme fluctuations in temperature while performing job duties.
- Work for long periods of time, requiring sustained physical activity and intense concentration.
- Rely on sense of sight and hearing to help determine the nature of an emergency and make operational decisions.
- Make life and death decisions during emergency situations.
- Comprehend and make inferences from written material in the English language.
- Work in a variety of weather conditions with exposure to the outdoor elements.
- Work safely without presenting a direct threat to self or others.
- Make fine, highly controlled muscular movements to adjust the position of control mechanisms such as operating levers, pedals, and valves.
- Learn job related material through structured lecture and reading and through oral instruction and observation. This learning takes place in both a classroom setting and in an on-the-job training setting.
- Observe or monitor objects to determine compliance with prescribed operating or safety standards.

Lane Fire Authority	Standard Operating Guidelines	Chapter 1
ROUTINE OPERATIONS	JOB DESCRIPTIONS	SUBJECT 3
Date Modified: 5/3/2020	PROBATIONARY FIREFIGHTER	TOPIC 1

- Bend or stoop repeatedly or continually over time to perform emergency medical services, or perform duties on the fire ground.
- Perform duties requiring frequent pulling of 40 pounds or more, such as removing hose from apparatus, pulling ceilings, starting power equipment, and opening doors on the apparatus.
- Lift arms above shoulder level to cut vent holes with an axe or to force entry into automobiles using specialized tools.
- Pass district respiratory fit testing and demonstrate proper use and operation of a Self Contained Breathing Apparatus and Personal Protective Equipment.
- Respond to emergency calls is a strenuous, stressful and hazardous occupation. The Probationary firefighter shall be capable of performing all essential duties, with or without accommodation, that are required of their position.
- Be physically and mentally capable of performing all activities that are required of their position.

Skills:

- Ability to execute all aspects of Fire and EMS processes.
- Operating firefighting/rescue/EMS equipment.
- Dealing with people and interpersonal situations.
- Oral and written communication skills.
- Physical strength and agility to perform required duties.

Training or Experience Guidelines:

- Approved recruit academy orientation and internship or any equivalent combination of education and experience which provides the applicant with the knowledge, skills and abilities required to perform the job as approved by the training division.

License or Certificate:

- Possession of or ability to obtain, and maintain an appropriate, valid Oregon Driver’s license

Lane Fire Authority	Standard Operating Guidelines	Chapter 1
ROUTINE OPERATIONS	JOB DESCRIPTIONS	SUBJECT 3
Date Modified: 5/3/2020	PROBATIONARY FIREFIGHTER	TOPIC 1

- HAZMAT Awareness and Operations
- ICS 100, 200, 700a, 800

Additional certifications may be required based on specific job assignment.

Working Conditions:

Frequently walk on all types of terrain. Occasionally lifts or carries up to 75 lbs. May be required to wear protective equipment weighing approximately 35 lbs while performing duties at a fire incident. Frequently uses arms and hands moving supplies/equipment at fire incident removing debris exerting up to 75 lbs. force. Occasionally crawl through small spaces. Constant use of sight including color vision, depth perception and peripheral vision. Reliance on senses of sight/hearing/smell/touch to help determine nature of fire cause, maintain personal safety, and make critical decisions in a highly hazardous environment. Exposure to fire/smoke, heat, slippery and hazardous surfaces, falling objects, bodily fluids, and hazardous substances through inhalation or skin contact may occur.

Special Conditions:

Must be a U.S. Citizen or provide proof of employment eligibility to work in the U.S. Must remain a non-smoker on duty.