

# City of Oak Creek

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**Class Title:** Fire Fighter  
**Department:** Fire  
**Division:** Operations  
**Location:** Fire Stations

**Job Code Number:** Non-Exempt  
**Grade Number:**  
**Unit:** Local 1848  
**Work Schedule:** 56 hrs/week

## **Summary Description**

A fire fighter works under the supervision and the general direction of a Shift Officer. He/she protects life and property by performing firefighting, emergency medical services, hazardous materials, technical rescue, and fire prevention duties within Oak Creek, mutual aid territories in state or interstate mutual aid and other Homeland Security directives.

## **Supervision/Accountability**

Works under the general supervision of a shift officer. May assist to coordinate, instruct, new recruits, or other part-time department personnel as assigned.

## **Major Duties/Essential Functions**

Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.

Operates and performs maintenance checks on all fire department vehicles and equipment. Maintains fire equipment and apparatus. Performs minor repairs to departmental equipment.

Performs duties as a certified Firefighter/Emergency Medical Technician-Basic (EMT-B) or Emergency Medical Technician-Paramedic (EMT-P) according to criteria and standards set forth by the department or state. Responds as a member of a medical team to bring basic or advanced emergency medical care to the citizens of the community.

Prepares written reports and maintains records under supervision of Battalion Chief/Shift Officer in a timely manner.

Performs duties as a Fire Apparatus Driver and Pump Operator, when assigned.

Conducts demonstrations, tours, and public speeches on fire safety, fire prevention, CPR, fire extinguisher, smoke detectors, first-aid, and other subjects to the public. Presents programs to the community on safety, medical, and fire prevention topics.

Participates in fire drills, attends classes in firefighting, special rescue operations, emergency medical services, hazardous materials, and related subjects.

Receives and relays fire calls and alarms. Operates radio and other communication equipment properly.

Conducts fire inspections in various occupancies in the city as assigned. Assists in performing monthly preplan assignments in a timely manner.

Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.

Prepares annually one (1) realistic achievable objective which improves the operations of the Department.

### **Minor Duties/Responsibilities**

- Assists in developing plans for special assignments such as Homeland Security emergency preparedness, hazardous communications, training programs, firefighting, hazardous materials, special rescue operations, and emergency medical activities.
- Keeps all equipment and hand tools clean and operating smoothly; services assigned equipment with fuel and oil; safety checks and adjusts mirrors and windshield wipers and lights; and performs other simple mechanical repairs; greases and lubricates trucks, and other mechanical equipment.
- Establishes and maintains a positive working relationship with members of the community and other employees.
- Attends training courses, meetings, and conferences as directed by superior. May be required to confer with citizens on problems, concerns and accidents.
- Responsible for notifying shift officer when violations of City Codes and Ordinances are observed on the job.
- Confers with shift officer on a regular basis, discussing work processes, incidents, problems and plans and receiving advice, counseling and instruction.
- Assists in training new employees as assigned.

### **Knowledge**

- Knowledge and understanding of work rules and Standard Operating Guidelines.
- Knowledge of national, state and local laws and fire/safety codes.
- Knowledge of fire protection systems, water supply, building construction, natural and man-made disasters, fire control and extinguishment, and combustible and flammable materials.
- Extensive knowledge of City geography including streets, fire hydrant locations and the building numbering system.
- Thorough knowledge of occupational hazards and standard safety precautions necessary in the work.
- Knowledge of policies and procedures established for the department.
- Working knowledge of driver safety; working knowledge of emergency medical services.
- A knowledge of the City's Emergency Operations Plan and the National Incident Management System (NIMS) under Homeland Security.

**Skill/Ability**

Ability to learn the operation of fire suppression and other emergency equipment. Ability to learn to apply standard firefighting, special rescue, emergency medical, hazardous materials, and fire prevention techniques. Ability to perform strenuous or peak physical effort during emergency, training or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke. Ability to act effectively in emergency and stressful situations; ability to communicate effectively orally and in writing. Skilled in all types of equipment and vehicle operation. Good communication skills, both written and verbal, with an ability to create effective interpersonal relationships with coworkers and citizens. Ability to deal with difficult working conditions and all types of weather. Ability to work in high places and in hazardous areas. Ability to follow written and oral instructions, read maps and understand basic construction and engineering drawings. The ability to accept responsibility, to make decisions and to effectively prioritize work. Ability to ensure and follow standard safety practices and procedures. Ability to speak and understand the English language fluently and use proper grammar, punctuation and spelling. Ability to prepare, organize and maintain office data, reports and systems. Ability to perform required mathematical computations.

**License/Certifications**

Possession of a valid Wisconsin Motor vehicle operator's license required.

Must be licensed as an Emergency Medical Technician - Basic (EMT-B) or an Emergency Medical Technician - Paramedic (EMT-P), when assigned.

Must be certified as a Wisconsin Firefighter Level II.

Must be certified as a Wisconsin Driver/Operator-Pumper.

Must be certified as a Wisconsin Fire Inspector I, when assigned.

*The loss of a license or certification may be cause for termination.*

**Education/Experience**

Any combination equivalent to education and experience that provides the required knowledge and skills is qualifying. Qualifications would be equivalent to possession of a high school diploma or GED. An Associate degree in Fire Technology is preferred.

**Physical Demands and Abilities**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to reach, finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee is regularly required to stand and talk or hear. The employee is regularly required to walk; stand; sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must be able to run, swim, grapple, climb, balance, bend and twist while performing normal operations. The employee must frequently lift, pull and/or move 100

pounds for extended periods and occasionally in excess of 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Far and near vision requirements as follows: 20/20 in one eye and 20/40 in other eye, both corrected. Must be certified to wear a self-contained breathing apparatus and other respirators required in the performance of job requirements.

The tasks listed below describe more specifically the abilities required for the position.

1. Stamina - vent a roof, pull charged hose line, strip roof with pike pole, climb stairs with equipment, carry hose up multiple flights.
2. Extend Flexibility - roll/pull hose, remove ceiling with poles, push ladder to peak, reach out from ladder, chop with ax, extricate victim, overhaul burned building, remove building parts.
3. Dynamic Flexibility - chop with ax, pick up hose, advance hose, strip roof, perform CPR/chest compression.
4. Static Strength - carry hose, lift/carry victim/patient, move charged hose, lift ladder, move generator.
5. Explosive Strength - force entry with ax/battering ram, raise ladder, run up stairs with equipment, breach walls, pull advance hose, chop with ax to vent roof.
6. Dynamic Strength - climb ladder/stairs in full turnout with equipment, climb aerial ladder.
7. Trunk Strength - pull charged hose, perform CPR, pick up equipment at fire, hold hose on fire target, lift victim.
8. Speed Limb Movement - dodge debris, chop with ax, use mask, pump manual pump, exit burning building, perform CPR, run/drive rig.
9. Gross Body Coordination - climb/descend ladder with victim, advance charged line while maintaining flow on target, walk across roof ridge, operate power saw, and work in confined spaces. Descend a fire pole.
10. Gross Body Equilibrium - walk icy roof peak at night, carry patient down stairs, swing ax from ladder.
11. Arm-Hand Steadiness - take blood pressure/pulse, operate power tools, perform CPR, apply traction to limb/neck of victim, and connect hose couplings.
12. Manual Dexterity - couple hoses; perform CPR, bandage patient, use tools/extraction equipment, use air bag ventilator, tie knots, use SCBA.

13. Finger Dexterity - maintain/open SCBA equipment, bandage patient, remove object from patient airway with Magill forceps, tie knots, perform infant CPR.
14. Near Vision - patient assessment, read manuals/pump control panel, computer entry.
15. Far Vision - drive to fire, visualization of fire conditions, see power lines for safe ladder placement, see addresses.
16. Visual Color Discrimination - determine fire status/hazards by smoke color, identify highway placards, assess patient.
17. Hearing - hear call for help in burning building, hear fire crackle in dense smoke, able to auscultate blood pressures using a stethoscope.
18. Mobility - advance hose line, climb ladder, search/rescue in building, move on roof, slide down pole, get on/off equipment.
19. Effort - chop/vent roof, overhaul burned buildings, advance charged line up stairs, climb stairs/ladder, use ax.

*The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

Approved By:   
 City Administrator

Reviewed By:   
 HR Manager

Reviewed By: \_\_\_\_\_  
 Fire Chief

**Revision History:**  
 April 1, 2020  
 February 14, 2001