



## Job Description

### Firefighter

Pay Grade: F01

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**Employment Status:** Full-Time

**FLSA Status:** Non-exempt

**Experience Required:** Completion of minimum standards as required by the State of Florida. Successful completion of all medical and fitness requirements.

**Minimum Education Requirements:** High School graduation or G.E.D.

**Department:** Fire

**Direct Supervisor:** Assigned Captain.

**Supervisory Responsibility:** Direct (x); Indirect (x)

**Primary Work Location:** Firehouse and within City jurisdiction.

**Certification:** Valid State of Florida driver's license. EMT Certification Required.

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**Job Summary:** Performs fire protection and emergency medical services for the citizens of Fort Walton Beach.

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### Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential duties:

- Rescue and remove individuals from danger.
- Administer emergency medical treatment to sick, injured, or afflicted persons.
- Lay, connect, and place hose line in operation. Raise and climb ladders. Enter building and other fire involved areas. Use extinguisher, bars, hooks, lines, axes, and other hand equipment. Ventilate burning buildings and structures. Throw salvage covers and remove debris.
- Make visual and physical inspections of buildings to locate fire hazards.
- Make regular inspections of apparatus and equipment and notifies supervisor of defects.
- Assist Apparatus Operator in routine maintenance and apparatus check-out as required.
- Perform physical cleaning and maintenance tasks on department buildings and equipment using brooms, mops, vacuum cleaners, etc.
- Perform hydrant maintenance.
- Attend training and drill sessions in such subjects as firefighting and inspection methods, equipment operations, and emergency medical treatment.
- Perform other job duties as assigned.

### Knowledge, Skills, and Abilities (KSA's) for Position

An employee in this class must have the following knowledge, skills, and abilities upon application:

#### Knowledge

- Street locations, geography and types of construction in the City.
- Emergency medical procedures, practices, and techniques.
- Various types of fire hazards of the City.



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- Use of emergency medical treatment practices.
- Firefighting techniques, policies, procedures, and practices.

#### Skills

- Strong written and oral communications and relational skills.
- Use and maintenance of firefighting equipment.
- Follow and relay complex oral and written instructions, policies and procedures.
- Operate a variety of office equipment, including computer terminal, printer, calculator, fax, typewriter, and copier.

#### Abilities

- Learn and perform many and varied firefighting techniques and procedures.
- Perform prolonged and arduous work under adverse conditions.
- Work at heights.
- Drive fire apparatus over the road safely under emergency conditions and to qualify for Emergency Vehicle Operator's certificate.
- Compile and complete reports.
- Act quickly and calmly in emergency situations.
- Work outside in extreme weather conditions.
- Must be able to work in hazardous conditions including flames, fire, chemicals, smoke, heat, gases, moving vehicles, falling structures and debris, electricity, poor ventilation, poor lighting, and related hazards.

#### Physical Demands

The work is heavy work which requires exerting up 100 pounds of force occasionally, and/or up to 20 pounds of force to move objects. The following physical abilities are required:

- Balancing: Maintaining body equilibrium to prevent falling while walking, standing or crouching on narrow, slippery, or erratically moving surfaces. The amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- Crawling: Moving about on hands and knees or hands and feet.
- Crouching: Bending the body downward and forward by bending leg and spine.
- Feeling: Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- Fingering: Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Grasping: Applying pressure to an object with the fingers and palm.
- Handling: Picking, holding, or otherwise working, primarily with the whole hand.
- Hearing 1: Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discrimination in sound.
- Hearing 2: Ability to receive detailed information through oral communication, and to make the discrimination in sound.
- Kneeling: Bending legs at knee to come to a rest on knee or knees.



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- Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
  - Mental Acuity: Ability to make rational decisions through sound logic and deductive processes.
  - Pulling: Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
  - Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
  - Reaching: Extending hand(s) and arm(s) in any direction.
  - Repetitive Motion: Substantial movements (motions) of the wrist, hands, and/or fingers.
  - Speaking: Expressing or exchanging ideas by means of the spoken word including the ability to convey detailed or important spoken instructions to other workers accurately and concisely.
  - Standing: Particularly for sustained periods of time.
  - Stooping: Bending body downward and forward by bending spine at the waist. Occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
  - Talking 1: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
  - Talking 2: Shouting in order to be heard above ambient noise level.
  - Visual Acuity 1: Have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; and/or extensive reading.
  - Visual Acuity 2: Including color, depth perception, and field vision.
  - Visual Acuity 3: Visual Acuity to determine the accuracy, neatness, and thoroughness of the work assigned or to make general observations of facilities or structures.
  - Visual Acuity 4: Have visual acuity to operate motor vehicles and/or heavy equipment.
  - Visual Acuity 5: Have close visual acuity to perform an activity such as: visual inspection involving small defects, small parts, operation of machines; using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.
  - Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

\*\*This position description is a general guideline for work behavior and is not intended to be a comprehensive listing of all job duties. Therefore, it is also not, nor can it be implied to be, a contract of employment. The contents of this position description may be changed without notice, and employment may be terminated by either party, at will. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

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#### Signatures / Date

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

*Check the appropriate box, fill in the needed accommodations, if required, then sign and date.*

- ☐ I have read and understand this job description and acknowledge that I am able to complete the essential functions of my job without accommodations.
- ☐ I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this job:

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Employee Signature

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Date

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Supervisor Signature

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Date

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Human Resources

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Date