

MEMORANDUM

TO: File
FROM: City Manager
DATE: September 1, 2015
RE: Firefighter Standards and Criteria

I. Introduction

This memorandum will address typical certification and qualification standards for firefighters in California.

II. Minimum Hiring Criteria

A fire department has discretion to determine the types of minimum qualifications it will require for its firefighters. Common qualifications are as follows:

- a. Age: Most fire departments require candidates to be at least 18 years of age, although some (such as Sacramento) require a minimum age of 21. Candidates are typically required to have a valid driver's license. Some departments will require or give preference to a Class B or C license.
- b. Education: A high school diploma or its equivalent is almost always required. Some departments will give preference to candidates who have completed relevant college level courses or graduated from a fire academy. Promotions within departments typically require the passage of further courses.
- c. Medical: All firefighter candidates should be screened with a medical examination to identify any medical condition or limitation that could increase injury risk. Often, departments will establish minimum vision requirements for candidates. Standard medical requirements for firefighters are set forth in NFPA 1582 *Standard on Medical Requirements for Fire Fighters and Information for Fire Department Physicians*.
- d. Physical Fitness: Physical fitness requirements are often established to ensure candidates have the strength and stamina needed to perform common tasks. Local fire departments may choose the fitness-testing method they prefer.

- e. Emergency Expertise: Departments may also specify the level of emergency care training required for entry-level personnel. Many departments require basic EMT training and CPR certifications for all new firefighter hires.
- f. Certifications: Entry-level candidates for certain positions may be required to have already obtained their Volunteer or Firefighter I certifications. These certificates are governed according to standards set forth by the California Fire Marshal and discussed below.

For an example, attached to this memo is a basic job description for applicants to firefighter positions in San Bernardino County. In addition to a state paramedic license and a Class C driver's license, entry level County firefighters must have a California State Fire Marshals Firefighter I Certificate or passed through a California State Fire Marshal accredited Firefighter Academy. Other cities and counties have adopted hiring criteria that may be less restrictive or more restrictive depending on the preferences of a particular local department.

III. Certification Standards

a. NFPA Standards

The National Fire Protection Association (NFPA) establishes minimum standards for firefighter training and provides criteria for entry level certification for career or volunteer firefighters. The NFPA standards are written by consensus committees and are an effort by the industry to self-regulate at establishing minimal operating, performance, or safety standards, and establishing a recognized standard of care. State governments have discretion to establish some or all of the NFPA standards in implementing and operating their fire protection certification programs. Fire fighter certification standards and qualifications are addressed in NFPA 1001 et seq.

b. California Certification Standards

The State of California Fire Marshal has established standards for firefighter certification and training in California, based loosely on the NFPA standards. In many instances, California has adopted standards that are stricter than NFPA standards.

Currently there are three certifications in the California Fire Fighter Series: Volunteer Fire Fighter, Fire Fighter I, and Fire Fighter II. While the Volunteer Fire Fighter focuses on skills

and tasks necessary to assure safety on the fire ground, Fire Fighter I & II prepares the fire fighter to perform essential and advanced fire ground tasks as well as allowing entry into all tracks of the certification system. (For more information, see the website for Cal Office of the State Fire Marshal <http://osfm.fire.ca.gov/training/firefighter.php>).

California does not currently offer reciprocity, meaning it will not automatically accept out-of-state certification as equivalent to California certificates. However, local departments have discretion to accept out-of-state Firefighter I training. During the hiring process, local departments may evaluate a firefighter's out-of-state training for equivalency and record it on a Firefighter I training record. In such cases, the State will defer to the judgment of local fire chiefs to process Firefighter I certifications according to local needs and established policies.

Attached to this memo is a portion of the State Fire Training Procedures Manual that sets forth the requirements to become certified in each of the three Firefighter classes – Volunteer Firefighter; Firefighter I; and Firefighter II. These requirements are subject to change.



City of Needles, California Staff Report

CITY COUNCIL NPUA RDA Regular Special

Meeting Date: September 8, 2015

Title: Establish Residency and Proximity Requirements for Emergency Responders
(At the request of Councilor Gudmundson)

Issue: "Within the past months the local region has had several natural disasters. The potable water issue from flooding in Laughlin NV, wildfire across the river in Mohave Valley forcing evacuations and road closures, and the wildfire on Interstate 15 in Cajon Pass closing the freeway.

This has become very alarming to me and raises a concern about whether the City of Needles is prepared if a natural disaster occurs in our community. Public safety personnel (police, fire, and animal control) along with our on call Public Works and Utility employees mostly reside out of state. Unfortunately the City of Needles is separated by the Colorado River that would hinder response time if there was a major natural disaster e.g. earthquake, rupture in dam etc. So to protect the safety and welfare of our residents I feel the City of Needles should implement a natural disaster plan which would require residency west of the Colorado River and within a thirty minute response.", Councilor Gudmundson.

Analysis: A limitation to a residency requirement is found in Article. 11, Sec. 10 (b) of the California Constitution which reads as follows:

(b) A city or county, including any chartered city or chartered, county, or public district, may not require that its employees be residents of such city, county, or district; except that such employees may be required to reside within a reasonable and specific distance of their place of employment or other designated location.

Residency requirements have been upheld by the courts when a rational basis can be established, such as for those employees whose duties require them to respond to emergencies including fire, flood, or other natural disasters. If a residency requirement is adopted as policy for the City of Needles, the City must show a reasonable and specific basis for any geographical residency restrictions it implements. Findings must be made showing the downsides and risks of having public safety employees living in Arizona, Nevada, or great distances from the City, along with the benefits of requiring that employees live in California.

Additionally, the Policy must consider the impact to existing employees who would be economically negatively affected by a new regulation requiring residency and the limitations of recruiting new employees from a limited resident demographic when other employers do not have such a requirement.

Fiscal Impact: None

Environmental Impact: None

Recommendation: City Council policy direction



FIRE FIGHTER SERIES

(A) PURPOSE AND GOALS

- (1) To set minimum performance standards for fire fighters.
- (2) To identify the tasks a candidate must perform to obtain certification.
- (3) To establish a standard curriculum of basic courses for California fire service fire fighter training programs.
- (4) To provide the means for maintaining a record of training accomplishments.
- (5) To correlate OSFM certification standards with national certification standards.
Certification in California meets or exceeds the requirements as identified in the National Professional Qualifications Board Standards.
- (6) To have all fire fighters in California become certified to an appropriate level.



VOLUNTEER FIRE FIGHTER

(A) PROGRAM OVERVIEW

Volunteer Fire Fighter certification identifies the minimum tasks necessary to assure safety on the fire ground. It is a level of certification that recognizes the contributions and efforts of those who volunteer their time and energy to provide fire protection for their community.

(B) CERTIFICATION ESTABLISHED

(1) Certification established September 1, 1976.

(C) CERTIFICATION GUIDELINES

(1) Instruction.

(a) Participants shall, through a qualified instructor, complete the training as specified in the Volunteer Fire Fighter Training Record using the lesson plans from the Fire Fighter I Instructor Guide.

1. This training is verified on the Volunteer Fire Fighter Training Record.

a. This record must be kept on file in the department and should not be submitted to SFT.

(2) Prerequisite.

(a) None.

(3) Experience.

(a) Have a minimum of six (6) months volunteer or part-time, paid experience in a California fire department as a fire fighter performing suppression duties.

(D) APPLICATION

After training is concluded and the experience requirement met, a complete application package that includes the following must be submitted to SFT:

(1) A completed Volunteer Fire Fighter application for certification form.

(a) The Fire Chief or his/her authorized representative must sign this application.

(2) Payment of the certification fee. **(Fee is nonrefundable.)**

(E) MAINTENANCE GUIDELINES

(1) Under consideration.



VOLUNTEER FIRE FIGHTER TO FIRE FIGHTER I SUPPLEMENT

(A) PROGRAM OVERVIEW

Certified Volunteer Fire Fighters may become Fire Fighter I certified by completing supplemental training. The Volunteer Fire Fighter Supplement Program identifies the additional training necessary to complete the requirements for certified Fire Fighter I.

(B) CERTIFICATION ESTABLISHED

(1) Certification established September 1, 1976.

(C) CERTIFICATION GUIDELINES

(1) Instruction (both of the following):

(a) Participants shall, through a qualified instructor, complete the training as specified in the Fire Fighter I instructor guide plus any additional course requirements listed on the training record.

1. This training is verified on the Volunteer Fire Fighter Supplemental Training Record.

a. This record must be kept on file in the department and should not be submitted to SFT.

(2) Prerequisite.

(a) OSFM certified Volunteer Fire Fighter.

(3) Experience.

(a) Have an additional six (6) months volunteer or part-time, paid experience in a California fire department as a fire fighter performing suppression duties.

(D) APPLICATION

After training is concluded and the experience requirement met, a complete application package that includes the following must be submitted to SFT:

(1) A completed Fire Fighter I application for certification form.

(a) The Fire Chief or his/her authorized representative must sign this application.

(2) Payment of the certification fee. **(Fee is nonrefundable.)**

(E) MAINTENANCE GUIDELINES

(1) Under consideration.



FIRE FIGHTER I

(A) PROGRAM OVERVIEW

Fire Fighter I certification identifies the skills and knowledge necessary for the entry-level fire fighter to safely perform the tasks required of the job. This training prepares the fire fighter to perform essential and advanced fireground tasks with minimal supervision and to use, inspect and maintain fire fighting and rescue equipment. In addition, the Fire Fighter I program provides training in the skills necessary to perform basic rescue operations, fire prevention and fire investigation tasks. It is the level of certification that allows entry into all tracks of the certification system.

(B) CERTIFICATION ESTABLISHED

(1) Certification established January 1, 1976.

(C) CERTIFICATION GUIDELINES

(1) Instruction (both of the following):

(a) Participants shall, through a qualified instructor, complete the training as specified in the Fire Fighter I instructor guide plus any additional course requirements listed on the training record.

1. This training is verified on the Fire Fighter I Training Record.

a. This record must be kept on file in the department and should not be submitted to SFT.

(2) Prerequisite.

(a) None.

(3) Experience [one (1) of the following two (2) options]:

(a) Option 1.

1. Have a minimum of six (6) months full-time, paid experience in a California fire department as a fire fighter performing suppression duties.

(b) Option 2.

1. Have a minimum of one (1) year volunteer or part-time, paid experience in a California fire department as a fire fighter performing suppression duties.

(D) APPLICATION

After training is concluded and the experience requirement met, a complete application package that includes the following must be submitted to SFT:

(1) A completed Fire Fighter I application for certification form.

(a) The Fire Chief or his/her authorized representative must sign this application.

(2) Payment of the certification fee. **(Fee is nonrefundable.)**

(E) MAINTENANCE GUIDELINES

(1) Under consideration.



(F) RECIPROCITY

(1) The authority to set standards for and certify fire service personnel extends only to employed or volunteer fire service personnel in California.

(a) Out-of-state fire fighters.

1. A fire fighter from another state is eligible to become certified only after he or she serves in a fire department in California.
 - a. At this time, the SBFS does not accept certification from any other state as being equivalent to certification in California.
2. Training received outside of California may, at the department's discretion, be evaluated for equivalency and recorded on the Fire Fighter I Training Record.
 - a. This review is conducted at the local level and not by SFT.

(b) Military fire fighters.

1. A military fire fighter is eligible to become certified only after he or she serves in a qualifying military fire department located in California.
2. Training received outside of California may, at the department's discretion, be evaluated for equivalency and recorded on the Fire Fighter I Training Record.
 - a. This review is conducted at the local level and not by SFT.



FIRE FIGHTER II

(A) PROGRAM OVERVIEW

Fire Fighter II is the second step in the fire fighter certification track. It is currently the prerequisite for the Officer and Specialty certification levels.

(B) CERTIFICATION ESTABLISHED

- (1) Certification established September 1, 1982.

(C) CERTIFICATION GUIDELINES

(1) Instruction.

- (a) Participants shall, through a qualified instructor, complete the training as specified in the Fire Fighter II instructor guide plus any additional course requirements listed on the training record.

1. This training is verified on the Fire Fighter II Training Record.

- a. This record must be kept on file in the department and should not be submitted to SFT.

(2) Prerequisite.

- (a) OSFM certified Fire Fighter I.

(3) Experience [one (1) of the following two (2) options]:

(a) Option 1.

1. Have a minimum of one (1) year full-time, paid experience in a California fire department as a fire fighter performing suppression duties.

(b) Option 2.

1. Have a minimum of two (2) years volunteer or part-time, paid experience in a California fire department as a fire fighter performing suppression duties.

(D) APPLICATION

After training is concluded and the experience requirement met, a complete application package that includes the following must be submitted to SFT:

- (1) A completed Fire Fighter II application for certification form.

- (a) The Fire Chief or his/her authorized representative must sign this application.

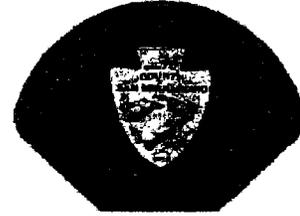
- (2) Your OSFM Fire Fighter I number must be provided on the application.

- (3) Payment of the certification fee. **(Fee is nonrefundable.)**

(E) MAINTENANCE GUIDELINES

- (1) Under consideration.

FIREFIGHTER

**Description:**

Under general supervision, performs a full range of firefighting duties to include the suppression of various types of fires, emergency medical services, fire training, prevention and public relations activities, fire station, equipment and apparatus maintenance; performs related duties as required.

Distinguishing Characteristics:

Incumbents in this class perform the full range of firefighting duties under the supervision of a Captain and may provide technical supervision over Limited Term Firefighters. Employees may perform paramedic duties and receive special compensation.

Duties may include, but are not limited to:

1. Responds to fire alarms, rescue alarms, medical emergency and other emergency calls to protect life and property; lays and connects hoses; holds nozzle and directs water streams in the control and extinguishing of fires in structures; uses forcible entry tools, bars, hooks, life lines, aerial ladders, chemical extinguishers, and other auxiliary equipment.
2. Raises and climbs ladders; ventilates structures using such techniques as opening windows and cutting or chopping holes through the roof; accomplishes rescue work; removes persons from danger; accomplishes salvage operations such as placing or throwing salvage covers, sweeping water, and removing debris.
3. Responds to requests for medical emergencies to provide immediate care; observes and reports vital signs, cares for victims of accidents or illness; administers medical treatment to injured or ill persons; provides emergency care at the scene; operates emergency vehicles in compliance with County Fire Operations Directives, Local, State and Federal rules and regulations; works 24-hour shifts and overtime unless otherwise assigned; may be recalled to duty in cases of emergency.
4. Responds to emergency paramedical calls; operates emergency equipment; relays vital signs by radio to a doctor and gives emergency treatment and medication under doctor's orders; immobilizes and transports the patient to an emergency medical facility. (For paramedic assignments only).
5. Serves as a substitute fire engineer under special instructions and limited conditions on a relief or training basis; operates and maintains motorized fire fighting equipment; operates and adjusts pump controls and other mechanical equipment to maintain correct water pressure consistent with the type of fire; operates ladder mechanism on an aerial truck; places truck to best advantage to facilitate fire fighting; operates a two-way radio to communicate with the communications center.
6. Accomplishes preventive maintenance and daily inspections on fire apparatus and equipment; inspects fire apparatus after each operation to ensure proper and efficient operating condition; participates in routine daily housekeeping and maintenance of fire facilities; cleans, washes, and services fire apparatus; tests, washes, hangs, and dries hoses; changes hoses on fire apparatus; reports worn, damaged, or lost parts and tools.

7. Completes and maintains various records and reports; participates in fire inspection, prevention, and suppression training programs to maintain occupational skills; attends drills and training classes regarding fire fighting techniques, operation of specialized fire fighting equipment, design and construction of buildings, location of exits, entrances, fire alarm boxes, fire hydrants, sprinkler systems, and other related topics; assists with public education programs.
8. Studies technical material on modern fire fighting techniques and water systems; accomplishes general maintenance work in the upkeep of the fire station and grounds, accomplishes routine housekeeping chores such as sweeping, mopping, cooking, washing and cleaning.
9. Secures and maintains all certifications and licenses as required by County Fire.
10. Provides vacation and temporary relief as required.
11. Provides other duties as required.

Typical Qualifications:

Must possess and maintain a California State Paramedic License. Must possess and maintain a valid class "C" Driver's License. Must have a California State Fire Marshals (SFM) Firefighter I (FFI) Certificate or California State Fire Marshal accredited Firefighter Academy. Requires a recent DMV Printout. Must have a recent CPAT test or timed Biddle test. Must have and maintain a current CPR and ACLS Certification.

Health and Physical Condition:

Persons seeking appointment to this class must meet the safety health and physical condition standards deemed necessary and proper for performance of the duties established by the San Bernardino County Fire Department.

The statements in this class specification are intended to describe the general nature and level of work being performed by incumbents assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, qualifications, and skills required of personnel so classified.

Job Code: 47112

Salary Range: 893

Representation Unit: Firefighter Local 935

Last Updated: 9/21/09

City of Canyon Lake
City Council
Staff Report

TO: Mayor and City Council

FROM: Ariel M. Hall, Interim City Manager/City Clerk 

DATE: July 16, 2015

SUBJECT: Approval of Fire Chief, Fire Captain, Fire Engineer and Firefighter Job Descriptions

Recommendation:

Staff recommends that the City Council approve the attached job descriptions for Fire Chief, Fire Captain, Fire Engineer, and Firefighter.

Background:

These job descriptions will create the necessary job positions for the City to appropriately staff a fire department.

Previously the City Council adopted temporary job descriptions for the Fire Chief and Firefighter. The job descriptions attached for those positions have been amended and no longer indicate a temporary status.

These job descriptions have been developed in coordination with the Interim City Manager, the Interim Fire Chief, and the Fire Chief of a fire academy that would be able to assist in finding recruits that would match the needs of the department.

Budget (or Fiscal) Impact:

None

Attachments:

1. Job Description – Fire Chief
2. Job Description – Fire Captain
3. Job Description – Fire Engineer
4. Job Description – Firefighter

JOB DESCRIPTION

City of Canyon Lake

Fire Captain

DEFINITION

Under general direction from the Fire Chief, the Fire Captain commands the activities of the engine company and personnel assigned to their shift on emergency incidents and as they perform routine duties; ensures that personnel assigned to their shift carry out assignments pertaining to apparatus, equipment, and facility maintenance; applies diligence; safely minimizes losses associated with fire; performs rescue operations; is responsible for the completion of administrative and fire prevention assignments as directed by the Fire Chief; and demonstrates compassion, concern, understanding and patience for all citizens in every situation encountered.

CLASS CHARACTERISTICS

Department/Division: Public Safety/Fire Department

Reports to: Fire Chief

May provide direction to: Fire Engineer, Firefighter, and Volunteers.

ESSENTIAL FUNCTIONS

The duties listed below are examples of the work typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties which are not listed below.

1. Respond to alarms and commands the activities of the assigned engine company, insuring that responding personnel are appropriately dressed, adequately trained, and properly briefed to insure the rapid, efficient, and effective mitigation of incidents.
2. Often works as the incident commander until relieved.
3. Makes decisions as to the best method of performing rescues, extinguishing structural and wildland fires, and extricating victims of vehicle accidents. Directs the placement and size of hose lines, the placement of ladders, the ventilation of buildings, and may be required to perform and/or assist in the performance of all emergency operations.
4. Makes determinations regarding requests for mutual aid and/or deployment of additional resources.
5. Directs overhaul operations, including the securing of buildings following a fire to insure there is no rekindle and to preserve the scene for fire investigations.

6. Supervises and/or assists with the cleaning of quarters, apparatus, and equipment.
7. Develops lesson plans and delivers training to personnel assigned to their shift.
8. May develop lesson plans and deliver training to volunteers.
9. Maintains discipline and enforces City policies, SOP's, and rules and regulations.
10. Completes ongoing shift work, project work, fire prevention activities, public education programs, and public service assistance as may be assigned by the Fire Chief.
11. Keeps abreast of modern principles and practices of structural and wildland fire suppression.
12. Is responsible for writing incident reports, entering activities in a daily log, and maintaining such records as required by City policy, procedures, and administrative directives.
13. May act as the City's Duty Officer in the absence of the Fire Chief.
14. Studies the location of streets, fire hydrants, sprinkler systems, and lock box locations.
15. Conducts inspections of commercial occupancies, participates in pre-fire planning and becomes familiar with the various floor plans, types of construction, and hazards associated with each occupancy.
16. May drive and operate fire apparatus and staff vehicles.
17. Perform other duties as may be assigned for the good of the organization.
18. Perform other related duties as required.

QUALIFICATION GUIDELINES

Education and/or Experience

Candidate must be a minimum 18 years of age at time of appointment, possess a high school diploma or GED and at least 15 units at an approved college with coursework in fire science or public administration, possession of an Associate's Degree in fire science or related field is preferred, five (5) years experience in firefighting, possess a valid California class B or appropriate drivers license with responsible driving record, must be certified by the State of California as a Firefighter I, must be currently certified as EMT-I in accordance with Title 22 of the California Code of Regulations, obtain DOT Hazardous Material Awareness certification within first year, become certified by the State of California as a Fire Officer I within first year, must be certified by the State of California as a Driver/Operator, must be certified for instruction

of fire classes, and possess no medical or physical disabilities that might impede the ability to perform firefighting and rescue functions.

Knowledge, Skills, and Abilities

Must have proficient knowledge in the following areas: firefighting techniques and methods, fire investigation and evidence gathering techniques, public safety theories and methods, emergency response techniques, emergency procedures, emergency first aid, and CPR.

Must demonstrate the following skills: Ability to effectively communicate with the public, personnel from other agencies and other fire agencies, establish and maintain cooperative working relationships with other members of the department, and the ability to think clearly and decisively in stressful situations, carry out complex directions and follow orders.

Special Requirements

Possession of, and ability to maintain, a Class B or appropriate California Driver License and a satisfactory driving record, Firefighter I certification, EMT-I certification, and DOT Hazardous Material Awareness certification.

PHYSICAL AND MENTAL DEMANDS

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

Physical Demands

Fire Captains must have the ability to climb ladders which require lifting arms above shoulder level and working at heights greater than 10 feet, pull or carry 150 pounds of dead weight at least a distance of 50 feet, and meet and maintain physical standards required for fire and rescue work.

Working Conditions

Fire Captains will be required to work in hazardous and unfamiliar situations, wear protective clothing for extended periods of time often in extreme weather conditions, will be exposed to water in extreme weather conditions, noxious smoke and fumes as a result of fire. Firefighters will be exposed to smoke and fire that will adversely affect each of the senses including smell, touch, taste, hearing, and sight.

NON-DISCRIMINATION AND HARASSMENT POLICY

The City of Canyon Lake will not tolerate unlawful discrimination and/or harassment. All forms of discrimination and harassment are prohibited.

HUMAN RESOURCE POLICIES AND INFORMATION

The City of Canyon Lake's Personnel Policies and information are kept on file with the City Clerk. Copies of these detailed policies are available by request, and are covered in employee orientation meetings.

JOB DESCRIPTION

City of Canyon Lake

Fire Engineer

DEFINITION

Under general direction from the Fire Chief or Fire Captain performs fire fighting and/or emergency medical responses; participates in public education activities and/or fire prevention activities; drives and operates fire apparatus in emergency and non-emergency situations; inspects assigned apparatus and equipment to ensure proper working order and condition; issues tools and equipment to fire personnel during emergencies and performs firefighting work when needed; coordinates maintenance and repairs of assigned apparatus and equipment; and demonstrates compassion, concern, understanding and patience for all citizens in every situation encountered.

CLASS CHARACTERISTICS

Department/Division: Public Safety/Fire Department

Reports to: Fire Captain

May provide direction to: Firefighter, and Volunteers.

ESSENTIAL FUNCTIONS

The duties listed below are examples of the work typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties which are not listed below.

1. Performs daily apparatus checks and station duties as assigned by supervisor.
2. Insures that all equipment is operational and ready to respond to emergencies at all times.
3. Drives, positions, and operates apparatus at fires and other emergencies.
4. May temporarily assume the duties of Fire Captain if qualified and needed.
5. Operates fire apparatus, deploys fire hose and connects fire hose to water supplies, assures proper pump discharge pressures, operates nozzles and directs water streams, uses extinguishers, hand tools, and other equipment as needed.
6. Uses advanced technical knowledge of hose practices, performs complex hydraulic formulas for fire flows and friction loss equations, etc. and applies in emergency settings.

7. Participates in overhaul operations, including the securing of buildings following a fire to insure there is no rekindle and to preserve the scene for fire investigations.
8. Stays familiar with and follows all City policies, SOP's, and rules and regulations.
9. Completes ongoing shift work, project work, fire prevention activities, public education programs, and public service assistance as may be assigned by supervisor.
10. Keeps abreast of modern principles and practices of structural and wildland fire suppression.
11. Studies the location of streets, fire hydrants, sprinkler systems, and lock box locations in order to drive apparatus and crew to incidents and successfully deploy equipment.
12. Perform other duties as may be assigned for the good of the organization.
13. Perform other related duties as required.

QUALIFICATION GUIDELINES

Education and/or Experience

Candidate must be a minimum 18 years of age at time of appointment, possess a high school diploma or GED, two (2) years experience in firefighting, possess a valid California Class B or appropriate drivers license with responsible driving record, must be certified by the State of California as a Firefighter I, must be currently certified as EMT-I in accordance with Title 22 of the California Code of Regulations, obtain DOT Hazardous Material Awareness certification within first year, must be certified by the State of California as a Driver/Operator, and possess no medical or physical disabilities that might impede the ability to perform firefighting and rescue functions.

Knowledge, Skills, and Abilities

Must have proficient knowledge in the following areas: firefighting techniques and methods, fire investigation and evidence gathering techniques, public safety theories and methods, emergency response techniques, emergency procedures, emergency first aid, and CPR.

Must demonstrate the following skills: Ability to effectively communicate with the public, personnel from other agencies and other fire agencies, establish and maintain cooperative working relationships with other members of the department, and the ability to think clearly and decisively in stressful situations, carry out complex directions and follow orders.

Special Requirements

Possession of, and ability to maintain, a Class B or appropriate California Driver License and a satisfactory driving record, Firefighter I certification, EMT-I certification, and DOT Hazardous Material Awareness certification.

PHYSICAL AND MENTAL DEMANDS

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

Physical Demands

Fire Engineers must have the ability to climb ladders which require lifting arms above shoulder level and working at heights greater than 10 feet, pull or carry 150 pounds of dead weight at least a distance of 50 feet, and meet and maintain physical standards required for fire and rescue work.

Working Conditions

Fire Engineers will be required to work in hazardous and unfamiliar situations, wear protective clothing for extended periods of time in extreme weather conditions, will be exposed to water in extreme weather conditions, noxious smoke and fumes as a result of fire and firefighters will be exposed to smoke and fire that will adversely affect each of the senses including smell, touch, taste, hearing, and sight.

NON-DISCRIMINATION AND HARASSMENT POLICY

The City of Canyon Lake will not tolerate unlawful discrimination and/or harassment. All forms of discrimination and harassment are prohibited.

HUMAN RESOURCE POLICIES AND INFORMATION

The City of Canyon Lake's Personnel Policies and information are kept on file with the City Clerk. Copies of these detailed policies are available by request, and are covered in employee orientation meetings.

JOB DESCRIPTION

City of Canyon Lake

Firefighter

DEFINITION

Under general direction, responds to structure and wildland fires, rescues, vehicle accidents, emergency medical emergencies, and hazardous materials spills as a member of a fire company. May drive, operate, and perform routine maintenance on fire apparatus and various other fire and rescue related equipment during emergencies and training drills. May perform basic fire prevention, station maintenance, and housekeeping duties. May be called upon to perform rescue assignments during natural disasters such as floods, mudslides, and earthquakes.

CLASS CHARACTERISTICS

Department/Division: Public Safety/Fire Department

Reports to: Fire Engineer, Fire Captain, or Fire Chief

ESSENTIAL FUNCTIONS

The duties listed below are examples of the work typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties which are not listed below.

1. Perform modern fire suppression operations in a safe and effective manner, using hose lines, fire streams, raising ladders, ventilation techniques, and salvage and overhaul.
2. Provide emergency medical care to victims of accidents, illness and injury; determining patient assessments through accurate collection of vital signs, administer cardio-pulmonary resuscitation (CPR) and oxygen, applying bandages to control bleeding and other immediate life saving techniques.
3. Rescue trapped victims using tools and equipment such as jacks, hydraulic spreaders and rams, saws and porta-power.
4. Maintain skills and certifications by attendance at regularly scheduled training classes and drills.
5. Perform routine non-emergency tasks such as cleaning and storing hose and other fire equipment; cleaning and replacing medical equipment, cleaning and maintenance of station and attending department work parties as needed for the good of the organization.
6. Project a positive image to the public as a representative of the city fire service; encourage and maintain public support for fire suppression and prevention.

7. May be assigned to drive and operate fire apparatus on emergency responses, in the absence of an Engineer or Fire Captain, and for training exercises.
8. May be responsible to take command of an incident scene and relay report on conditions to dispatch in the absence of an Engineer, Fire Captain, or Chief Officer.
9. Perform other duties as may be assigned for the good of the organization.
10. Perform other related duties as required

QUALIFICATION GUIDELINES

Education and/or Experience

Candidate must be a minimum 18 years of age at time of appointment, possess a high school diploma or GED, possess a valid California class C or appropriate drivers license, possess California Title 22 First Aid and Cardio Pulmonary Resuscitation (CPR) certification within 6 months of employment, obtain DOT Hazardous Material Awareness certification within first year, and possess no medical or physical disabilities that might impede the ability to perform firefighting and rescue functions.

Minimum Requirements:

Either I -

Three months of fire-fighting experience

Or II -

One year of experience as a certified volunteer fire fighter

Or III -

Completion of training courses, prerequisite for State Fire Fighter I Certification

Knowledge, Skills, and Abilities

Must have proficient knowledge in the following areas: firefighting techniques and methods, fire investigation and evidence gathering techniques, public safety theories and methods, emergency response techniques, emergency procedures, emergency first aid, and CPR.

Must demonstrate the following skills: Ability to effectively communicate with the public, personnel from other agencies, and other fire agencies, establish and maintain cooperative working relationships with other members of the department, and the ability to think clearly and decisively in stressful situations, carry out complex directions and follow orders.

Special Requirements

Possession of, and ability to maintain, a Class C or appropriate California Driver License and a satisfactory driving record, California Title 22 First Aid and Cardio Pulmonary Resuscitation certification, and DOT Hazardous Material Awareness certification.

PHYSICAL AND MENTAL DEMANDS

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

Physical Demands

Firefighters must have the ability to climb ladders which require lifting arms above shoulder level and working at heights greater than 10 feet, pull 150 pounds of dead weight at a distance of 50 feet, and meet and maintain physical standards required for fire and rescue work.

Working Conditions

Firefighters will be required to work in hazardous and unfamiliar situations, wear protective clothing for extended periods of time often in extreme weather conditions, will be exposed to water in extreme weather conditions, noxious smoke and fumes as a result of fire. Firefighters will be exposed to smoke and fire that will adversely affect each of the senses including smell, touch, taste, hearing, and sight.

NON-DISCRIMINATION AND HARASSMENT POLICY

The City of Canyon Lake will not tolerate unlawful discrimination and/or harassment. All forms of discrimination and harassment are prohibited.

HUMAN RESOURCE POLICIES AND INFORMATION

The City of Canyon Lake's Personnel Policies and information are kept on file with the City Clerk. Copies of these detailed policies are available by request, and are covered in employee orientation meetings.