

# CHESTERFIELD TOWNSHIP

## CLASSIFICATION DESCRIPTION

Classification Title:	Part Time Fire Fighter
Department:	Public Safety
Hiring Authority:	Public Safety Director
FLSA Status:	Non-exempt
Employment Relationship:	Just cause, subject to probationary period in the Labor Agreement
Effective Date:	January 22, 2018

### **JOB SUMMARY:**

Under direction, performs the functions and responsibilities of Fire Fighter as assigned.

### **ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

Minimizes fire damage by responding to alarms; driving and operating equipment; regulating water pressure; combating and extinguishing fires; rescuing and reviving people.

Ensures availability of water at fire scene by testing hydrants; requests, expedites and verifies repairs.

Prevents fire damage by conducting surveys and inspections for hazards and enforces codes.

Ensures the effective operation of equipment by completing preventive maintenance requirements; troubleshoots malfunctions and notifies supervisor of needed repairs.

Complies information and prepares reports as necessary or assigned.

Makes fire code inspections of business establishments and prepares pre-fire plans.

Maintains operations by following policies and procedures; reporting needed changes.

Repairs, replaces, paints and performs needed maintenance of equipment and property belonging to the fire department, including, but not limited to, daily, weekly, monthly, quarterly and annual inspections and preventative maintenance on equipment, vehicles and stations.

Assists in training and public relations activities as directed.

Conducts station tours for the public, school groups, and community organizations, performing skills demonstrations and presenting safety programs.

Prepares citizens to prevent fire damage by developing and conducting educational and training programs.

Maintains technical knowledge by attending educational workshops and training seminars, studying publications, and participating in drills.

Participates daily in mandatory physical fitness programs.

**QUALIFICATIONS (Education and Experience):**

REQUIRED:

Unrestricted Michigan Drivers License

MFFTC (Michigan Fire Fighters Training Council) Fire Fighter II Certification

Michigan Medical First Responder (MFR) or higher

CPR Certified

AED Certified

MFFTC Driver's Training Course

MFFTC HAZMAT Awareness and Operations Certification

**SKILLS AND SPECIFICATIONS:**

Deliver and receive information, directions, and commands within the scope of the position.

Work effectively with other local government agencies, emergency service providers, and the general public.

Working knowledge of modern fire suppression techniques and basic emergency technician skills.

Skills in the use of mobile radio, phone, personal computer, copy and fax machine, maps, scaled drawings and calculator.

**WORKING CONDITIONS/PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is typically in hazardous, difficult, unsanitary conditions. The employee may be required to work outside, in all weather conditions, and in both elevated and confined spaces.

This is a highly demanding physical position, requiring full range of motion and the use of both fine and gross muscles of the body. The employee is regularly required to use his hands to finger, handle, feel or operate objects, tools, or controls and reach overhead. The employee is frequently required to stand, talk and/or hear. The employee is occasionally required to walk, sit, climb, balance and work bent or stooped for extended periods of time. The employee is regularly required to lift and/or move objects of up to 150 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.

**AUTHORIZATION:**

\_\_\_\_\_  
Human Resources Approval

\_\_\_\_\_  
Date

\_\_\_\_\_  
Township Supervisor Approval

\_\_\_\_\_  
Date

**General Requirements and/or Disclaimers**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties of an employee so classified.

Be physically able to perform the essential functions of the position, with or without reasonable accommodation.