

# **This is an example of why the term MQ's just won't get it done!**

**The following was extracted from the MQ's of a CA city.  
However, the list of items goes on and on for any department.**

## **FIREFIGHTER I**

### **OPERATIONS DIVISION**

#### **GENERAL DUTIES:**

Under general direction of the Fire Captain, is responsible for the operation and maintenance of fire apparatus equipment, station equipment and the Fire station facility. Respond to fires, Emergency Medical Services (EMS), hazardous materials incidents, rescues, and other requests for emergency service.

#### **GENERAL REQUIREMENTS:**

Personal Appearance - Is appropriate for the work environment and meets expectations for the proper image of the City, as per department policy.

Attendance - Follows department/City policy in regards to punctuality and attendance.

Compliance with Work Instructions - Follows all work instructions given and completes all assigned duties. Follows the policies, rules, and regulations of the City and department.

Safety - Follows the Safety and Health Handbook, as well as other safety related standards, and avoids unnecessary risk to oneself, co-workers, citizens, and property.

Internal Relations - Conducts work in a manner which supports the overall team effort, and which avoids disruptions of one's work and the work of others. Treats all City employees with respect. Takes responsibility to resolve differences. Finds solutions to problems. Respects racial, religious, ethnic, age and sexual differences of others, and avoids derogatory statements regarding these differences.

Customer Service - Conducts work that fosters public support for the City, that will lead to fewer complaints and claims against the City. Treats customers with respect. Follows the same rules that one expects the customer to follow. Respects racial, religious, ethnic, age and sexual differences of others, and avoids derogatory statements regarding these differences.

**ILLUSTRATIVE EXAMPLES OF WORK:**

- Respond to fires, Emergency Medical Services (EMS), hazardous material incidents, rescues, and other requests for emergency service.
- Operate all Fire department apparatus and equipment and assist with mitigating emergency and non-emergency incidents.
- Test and maintain fire apparatus, equipment and facilities
- Is familiar with city streets and response routes.
- Participate in related training programs.
- Conduct fire safety inspections and public education presentations as necessary.
- Administer staff assignments and special projects.
- Initiate service requisitions for apparatus, equipment and facility maintenance.

**ILLUSTRATIVE EXAMPLES OF WORK:**

- Subject to recall on a scheduled and/or emergency basis.
- As assigned, assume the duties and responsibilities of a Fire Engineer.
- Duties may include the operation of a vehicle designed and operated for transportation of ill and injured persons, equipped and staffed to provide first aid or life support measures to be applied during transport.
- Perform related work as required.

**REQUIREMENTS, SKILLS, KNOWLEDGE AND ABILITIES:**

**SKILLS:**

- Techniques required to safely and effectively operates all department apparatus and equipment.
- Supervision of other employees on a relief basis.
- Expressing ideas effectively, orally and in writing.

**KNOWLEDGE: Knowledge of:**

- Principles and practices of modern methods and techniques of fire suppression, fire prevention, rescue and of the Incident Command System (ICS).
- Medical Technician-Defibrillator (EMT-D) and Enhanced EMT (E-EMT).
- Principles of Basic Life Support, Emergency Medical Services (EMS), Emergency
- Principles of hydraulics and fire pump design.
- City and departmental rules, policies, and procedures.
- Customer service techniques.

- Operation of Department computer system, including the effective use of the City's electronic mail system, spreadsheet software, and word-processing software.
- Basic arithmetic, correct English usage, grammar, spelling and punctuation.

**ABILITIES: Ability to:**

- Respond to and evaluate emergency situations when not directly supervised.
- Learn a wide variety of firefighter duties and methods and to use department apparatus and equipment.
- Safely and effectively, drive and/or operate fire apparatus and equipment.
- Respond apparatus to the incident location in the most direct and expeditious way.
- Evaluate equipment performance and recommend for service or repair.
- Establish and maintain effective working relationships with supervisors, co-workers, other departments, other agencies, business and community groups and the general public.
- Perform mathematical and hydraulic computations.
- Communicate, understand and follow oral and written instructions.
- Think clearly and act decisively under stressful conditions.
- Maintain good physical condition and pass the bi-annual physical fitness test as specified by the Memorandum of Understanding.

**MACHINES/TOOLS/EQUIPMENT UTILIZED:**

Typical office and field environments include the following:

- Computer, keyboard and monitor
- Laser jet or ink jet printer
- Telephone or cell phone
- Pager
- Copier
- Calculator
- 10-key adding machine
- Facsimile machine
- Two-way radio
- Fire apparatus, including facemask and portable radio
- Specialized computer software
- Gas detector
- Diagnostic equipment
- Self contained breathing apparatus

## **ADDITIONAL COMMENTS:**

The work of all firefighters may be dangerous. Firefighters may go from a resting pulse position, to a physically demanding and dangerous situation, and then return to a resting position. The job may be very fast paced and may require quick changes within a short period of time.

## **PHYSICAL DEMANDS:**

- **Standing:** Firefighters have to stand while at the scene of an accident or when communicating with other safety personnel or citizens. Firefighters stand when waiting for assignments, putting on gear, accessing ladders, servicing equipment, attending training, etc.
- **Walking:** Firefighters walk while on the incident ground to complete various tasks. Firefighters walk when conducting fire inspections, completing daily tasks, cleaning equipment and tools, maintaining the Fire station facilities, attending training, etc.
- **Sitting:** Firefighters have to sit when performing various administrative tasks such as typing, computer operations, attending training and meetings, etc. Firefighters are seated on fire apparatus when responding to emergencies or may remain seated for extended periods of time when traveling out of town to Southern or Northern California.
- **Stooping/Bending:** Firefighters have to stoop or bend during rescue situations, when interviewing or working on patients, picking up tools and equipment, attending training, etc.
- **Lifting:** Firefighters have to lift various objects or materials, sometimes in excess of 90 pounds. Firefighters lift emergency equipment, fire hoses, positive pressure ventilators, hand tools, ladders, lighting equipment, patients, victims, etc. Firefighters may lift victims out of cars or when assisting with their removal from a burning building, or when attending training. They may also lift heavy material during salvage operations.
- **Carrying:** Firefighters have to carry various objects and materials, sometimes in excess of 90 pounds. Firefighters lift emergency equipment fire hoses, positive pressure ventilators, hand tools, ladders, lighting equipment, etc. Firefighters may carry victims for long distances, such as out of burning buildings or when attending training. They may also carry heavy materials in salvage operations.
- **Pushing/Pulling:** Firefighters have to pull hoses or pull ceilings down during overhaul operations. They may push and pull heavy objects while extinguishing and overhauling a fire or during training exercises.
- **Climbing:** Firefighters have to climb ladders, hills, fences, stairs, rooftops, etc. Firefighters may climb over all types of debris from burning buildings.

- Twisting/Turning: Firefighters twist and turn when fighting fires, working with fire hoses, searching buildings, moving patients, cleaning equipment, attending training, etc.
- Kneeling: Firefighters kneel when working with patients or while holding C-spine on injured patients, when fighting fires, attending training, cleaning equipment, etc.
- Reaching: Firefighters reach when fighting fires, attending training, cleaning equipment, removing debris, moving patients, pulling down ceilings, etc.
- Crawling: Firefighters may crawl when entering or exiting a burning building, cleaning fire apparatus and heavy equipment, maintaining the Fire stations, etc.
- Running: Firefighters may run during the course of a firefighting incident or during training. Firefighters are required to run 1.5 miles when completing the physical fitness evaluation.

### **ADDITIONAL COMMENTS:**

Firefighters are exposed to extreme physical demands during emergency situations with exposure to extreme danger, at times. The time periods that the firefighter has to perform physically may be very long in duration (sometimes hours at a time). The firefighter must be able to perform work under various environmental conditions, which often produces major physical strain. The firefighter must have a combination of strength, dexterity, and endurance to properly function under these various situations

### **REQUIREMENTS, TRAINING, EXPERIENCE AND QUALIFICATIONS:**

- Education equivalent to graduation from high school.
- Be at least 18 years of age.
- Possess Firefighter I California State certification.
- Possess Emergency Medical Technician recognized by the State of California.
- Must successfully complete in-house recruit academy that includes, but is not limited to, physical conditioning and skills-performance testing elements.
- Obtain and maintain EMT-D certification within the first 6 months of employment
- Willingness to continue education and training by taking additional courses, attending seminars and workshops, supplemented by individual study.
- Possess and maintain a valid California Driver License and a safe driving record necessary to operate assigned vehicle(s). Obtain and maintain a valid California class B Driver License (restricted firefighter) within 18 months from the date of hire.
- Be able to meet the current medical standards for a Firefighter, and be free from any physical condition which might adversely affect the ability to perform the duties of a City Firefighter.

- Pass a post-offer psychological evaluation and a medical examination, which includes a drug test Pass an extensive background investigation, which includes a Department of Justice criminal record check for employment.
- Participate in and pass the City's bi-annual physical fitness program.
- Meet the residency requirement of residing within ninety (90) minutes travel time from any fire station, as outlined in the Memorandum of Understanding.
- Employees hired after January 1, 1987, shall comply with their existing physical condition and non-smoking contracts. All bargaining unit employees hired after January 1, 2004 shall sign a physical condition and tobacco use contract restricting their use of all types of tobacco (Article VII, Section V Local 2805 MOU).
- Prefer bilingual (English/Spanish).

**This list just goes on and on – therefore be as qualified as possible**

**So if you wish to become a member of the Fire – EMS – or other Public Safety Field**  
**Don't aim for the MQ's shoot for even higher qualifications!**



**Firefighter Learning and Support Help – Training Education Scholastic Tools**

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Not Your Local Agency

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