

# **GOLDER RANCH FIRE DISTRICT**

## **EMPLOYEE JOB DESCRIPTION**

**Position/Rank:** Recruit Firefighter  
**Reports To:** Training Captain  
**Supervises:** Non-Supervisory Position

**FLSA:** Non-Exempt  
**Status:** Full-Time  
**Safety Sensitive:** Yes

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### **Primary Function**

The primary function of the Recruit Firefighter is to learn and apply general duty firefighter work in a non-emergency academic setting, and obtain Fire I and Fire II certifications. The Recruit Firefighter is enrolled in the Golder Ranch Fire District (GRFD) Fire Academy for training, and is subject to the GRFD Recruit Training Academy Manual (RTAM), as well as all GRFD Policies and Procedures. During the GRFD Fire Academy, the Recruit Firefighter must demonstrate competency in the principal duties and responsibilities, as defined below.

### **Principle Duties and Responsibilities**

#### **Learning to become proficient at the following, as directed by training staff:**

- All activities necessary to suppress and extinguish fires
- Awareness of Fire Code and public safety education
- Remove individuals from dangerous or hazardous situations
- Identify emergency medical problems and perform prescribed treatment as outlined by established protocol based on certification level
- Maintain fire station and fire academy grounds, apparatus assigned to District, and other related emergency equipment
- Conduct pre-fire planning surveys and orientation
- Drive and operate select emergency apparatus
- Operate fire pumps, water tankers, and other specialized apparatus/tools
- Make minor repairs and adjustments to equipment
- Participate in Physical Agility Test (PAT), as outlined in the Recruit Training Academy Manual (RTAM)
- Complies with rules, policies and procedures set forth by the District, Base Hospital, and Arizona Department of Health Services
- Perform other duties as assigned

### **Knowledge, Skills and Abilities**

- Learn job related material through structured lecture and reading and through oral instruction and observation. This learning takes place in both a classroom setting and in on-the job training setting
- Ability to study using electronic learning resource management platforms
- Knowledge of basic or advanced life support/rescue methods
- Maintain "fit for duty" status.
- Ability to use Self-Contained Breathing Apparatus (SCBA) and protective clothing to prevent exposure to hazardous materials and infectious diseases.
- Ability to make split second decisions in a high stress environment
- Ability to establish and maintain effective and cooperative working relationships with coworkers and the general public
- Ability to learn and comply with District Policies and Procedures
- Ability to communicate orally with customers, clients or the public in face-to face, one-on-one settings
- Understand and follow oral and written instructions in the English language
- Ability to work safely without presenting a direct threat to self or others

### Minimum Qualifications

- Must be 18 years of age or older
- High school diploma or GED equivalent
- Must possess a valid Arizona driver's license with an acceptable driving record

### Preferred Qualifications

- Fire I and Fire II Certifications at the time of application
- National Registry Certification and/or Arizona State EMCT-EMT or EMCT-Paramedic level certification, at the time of application
  - Note: *IF* applicant only possesses National Registry Certification at time of application, **MUST** be able to attain Arizona State EMCT-EMT or EMCT-Paramedic level certification. Proof of the required certifications must be provided within one (1) week of conditional offer of employment.
- GRFD Required EMS Certifications for those who possess Arizona State EMCT-EMT or EMCT-Paramedic:
  1. **EMT:** American Heart Association (AHA) Basic Life Support Provider
  2. **Paramedic:** (1) AHA Basic Life Support Provider **WITH** (2) AHA ACLS **WITH** (3) AHA PALS **OR** American Academy of Pediatrics PEPP
    - **NOTE:** CPR cert/card **MUST** be issued by the American Heart Association (AHA)
    - **CAUTION:** Heartsaver CPR does **NOT** meet the minimum requirement. Documents from agencies other than AHA will not be accepted - with the exception of PEPP in place of PALS for EMCT-Paramedic.

**All mandatory certifications must be current and maintained throughout assignment as Recruit Firefighter.**



# GOLDER RANCH FIRE DISTRICT

## Physical Requirements/Working Conditions

### Job Title: Recruit Firefighter

Physical Activity	Definition	Never	Occasionally (activity or conditions exist 0-2.5 hrs/day)	Frequently (activity or conditions exist 2.5-5.5 hrs/day)	Constantly (activity or conditions exist 5.5+ hrs/day)
Repetitive Motion	Repeating movements of arms, hands, wrists, fingers			x	
Talk	Express or exchange ideas verbally			x	
Hear	Perceive sound by ear			x	
See	Obtain impressions through the eye				x
Kneel	Bend legs at knee, come to rest on knees			x	
Crouch/Squat	Bend body down and forward, bending legs and spine			x	
Crawl	Move on hands, knees, and feet		x		
Climb	Ascend/descend ladders, stairs, ramps		x		
Sit	Sit				x
Stand	Stand				x
Walk	Move about on foot; average distance per shift 3-5 miles		x		
Bend/Stoop	Bend downward and forward by bending spine at waist		x		
Lift	Raise or lower object > 10 lbs. from one level to another				x
Lift	Raise or lower object > 25 lbs. from one level to another			x	
Carry	Transport an object				x
Push	Press with steady force, thrust objects forward, downward, outward		x		
Pull	Drag or tug objects		x		
Turn/Twist	Move a body part in circular motion		x		
Balance	Exceeding ordinary body equilibrium			x	
Reach	Extend hands and arms in any direction		x		
Handle	Seize, hold, turn with hands		x		
Distinguish Color	Ability to distinguish color		x		
Fingering	Picking, pinching, typing, or otherwise with fingers rather than whole hand			x	
Grasping	Applying pressure to an object with the fingers and palm			x	
Feeling	Perceiving attributes of objects, such as size, shape, temperature, or texture			x	
Mental / Cognitive Activity	Definition	Never	Occasionally (activity or conditions exist 0-2.5 hrs/day)	Frequently (activity or conditions exist 2.5-5.5 hrs/day)	Constantly (activity or conditions exist 5.5+ hrs/day)
Communication	Comprehend and use basic language, either written or spoken, to communicate information and ideas				x
	Comprehend and use technical or professional language, either written or spoken, to communicate complex ideas			x	
Calculation	Perform numerical operations using basic counting, adding, subtracting, multiplying, or dividing			x	
	Perform complex quantitative calculations or reasoning using algebra, geometry, statistics, or abstract symbols		x		
Problem Solving	Formulate and apply appropriate course of action for routine or familiar situations				x
	Use logic to define problem, collect information, establish facts, draw valid conclusions, interpret information and deal with abstract variables for unique or unfamiliar situations				x

Environmental Conditions	Definition	Never	Occasionally (activity or conditions exist 0-2.5 hrs/day)	Frequently (activity or conditions exist 2.5-5.5 hrs/day)	Constantly (activity or conditions exist 5.5 hrs+/day)
Weather And Temperature	Protection from weather conditions but not necessarily from temperature changes			X	
	Subject to outside environmental conditions – no effective protection from weather			X	
	Activities occur inside and outside				X
	Subject to extreme cold (typically below 32°)		X		
	Subject to extreme heat (typically above 100°)		X		
Atmospheric Conditions	One or more of the following conditions that affect the respiratory system of the skin: fumes, odors, dusts, mists, gases, or poor ventilation		X		
	Worker is required to wear a respirator		X		
Noise	Sufficient noise to cause the worker to shout in order to be heard above the ambient noise level		X		
Vibration	Exposure to oscillating movements of the extremities or whole body		X		
Hazards	Proximity to moving mechanical parts, moving vehicles, electrical current		X		
	Working on scaffolding and high places		X		
	Exposure to chemicals		X		
	Exposure to oils: air and/or skin exposure to oils and other cutting fluids		X		
	Worker is required to function in narrow aisles or passage ways		X		
	Worker is exposed to infectious diseases			X	
	Worker is required to function around prisoners or mental patients		X		

### Physical Requirements Checklist

- SEDENTARY**
- Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects, including the human body.
  - Sitting most of the time.
- LIGHT**
- Exerting up to 20 pounds of force occasionally and/or a negligible amount of force constantly to move objects.
  - Use of arm and/or leg controls requiring greater exertion of force than for sedentary work, and worker sits most of the time.
- MEDIUM**
- Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- HEAVY**
- Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
- VERY HEAVY**
- Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force constantly to move objects.

*This job description is intended to indicate the basic nature of the position(s) allocated to this class and examples of typical duties that may be assigned. It does not imply that all positions within this class will perform all the duties listed, nor does it attempt to list all possible duties that may be assigned.*

*This job description does not constitute an employment agreement between the employer and employee and is subject to revision by the employer as the needs of the employer change and/or requirements of the job-related duties expand or are updated.*

Approved by: \_\_\_\_\_  
Hiring Authority Signature and Date

Employee: \_\_\_\_\_  
Employee Signature and Date

Date of Origin: 03/11/2019  
Last Modified: 08/20/2020