Borough of Phoenixville

Job Description

Job Title:	Firefighter, Part-Time
Department:	Fire Department
Wage Rate:	2027: $34.74 per hour
Title of Supervisor:	Chief, Fire and Emergency Services
FLSA Status:	Non-Exempt
Schedule:	Varies; Must be flexible

Summary

Protect lives, property and the environment. Work is to be completed as an individual contributor to the firefighting team by responding to and fighting fires, delivering emergency medical care, conducting property inspections, taking part in ongoing training and participating in outreach events within the community.

Experience

- This position requires a high school diploma or equivalent
- Minimum of two years' experience in a combination system
- Minimum of two years' experience operating fire apparatus; engine, ladder and/or rescue

Qualification/Skills & Knowledge Requirements

- Must be at least 18 years of age
- Certifications as listed

Essential Duties and Responsibilities

- Perform firefighting work, including preventing, combating and extinguishing fires to protect lives, property and environment
- Driving and operation of emergency apparatus, tools and equipment
- Readiness and response of emergency apparatus
- Maintenance of fire apparatus and equipment
- Provide emergency medical care as needed
- Efficiently and effectively analyze hazardous situations and take appropriate action
- Participate in training and drills for firefighting, emergency medical care, disaster response and specialized rescue

Essential Duties and Responsibilities (cont.)

- Promote fire safety through training sessions
- Work with the Code Enforcement Department to inspect and enforce safety standards in commercial and residential properties
- Cleaning/maintenance of fire company buildings and grounds
- Fire prevention, pre-planning and other various related duties
- Snow removal for efficient operations of the department
- Prepare building for events
- Maintain a safe, clean, hazard-free work environment
- Apply common sense understanding to carry out simple oral and written instructions
- Carry out job functions with or without supervision and without posing a direct threat to the health or safety of oneself or others
- Communicate effectively
- Exercise courtesy and tact when dealing with others
- Exercise sound judgment in evaluating situations and in making decisions
- Maintain acceptable attendance standards
- Maintain socially appropriate behavior
- Request assistance when appropriate
- Respond to inquiries, complaints, and/or grievances in a timely and professional manner
- Understand and comply with drug use/abuse policies and procedures
- Understand and comply with personnel policies and procedures
- Understand and follow oral and written safety policies and procedures
- Work under pressure
- Work in coordination with others
- Adhere to all rules, regulations and procedures of the Borough
- Assist other departments as needed
- Perform other duties as assigned

Physical Requirements

- Ability to lift 50 pounds
- Ability to see, read, print, and draw letters, numbers, words, characters, and symbols, both large and small
- Ability to hear normal conversations and communicate clearly, both orally and written
- Ability to pass NFPA 1582 medical testing and physical examination at the time of hire and as required by employer

License/Certificate

- Possession of a valid Pennsylvania driver's license, CDL preferred
- Required certifications: Firefighter 1 (NFPA 1001), Firefighter 2 (NFPA 1001), PA DOH EMR, PA DOH EMT (preferred), EVOC, Hazardous Materials Operations, Pump Operations, NIMS 100, 200, 700, 800, CPR/AED,
  PA DOH Vehicle Rescue Technician or Vehicle Technical Rescuer – Technical Level (NFPA 1006), Water Rescue – Awareness Level (PA Boat & Fish Commission)
- PFD SCBA Certification/Fit Testing (obtained upon hire and maintained annually)
- All certifications must be current upon hire and while employed by the Borough

General Information

The above statements are intended to describe the general nature of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified.

The incumbent must be able to work in a fast-paced environment with demonstrated ability to juggle and prioritize multiple, competing tasks and demands and to seek supervisory assistance as appropriate.

I have read and understand this job description; I am able to meet all the experience and requirements, essential functions, and physical demands of the job.

Firefighter, Part-Time

Employee Name (Please print)

Employee Signature

Date

Human Resources

Date