



WILLOW OAK FIRE PROTECTION DISTRICT

JOB DESCRIPTION

FIRE ENGINEER TRAINEE

DESCRIPTION

Under general supervision, learns to drive and operate fire apparatus and other vehicles in response to fire, rescue, hazardous materials and emergency calls; assists in the suppression of fires and the protection of life and property; learns to maintain apparatus and equipment in a state of readiness; participates in public education programs related to fire prevention and safety; maintains hydrants and hoses; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties; performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from a Fire Captain. Exercises no supervision while a trainee.

TYPICAL DUTIES AND RESPONSIBILITIES

- Responds to fire, rescue, medical, hazardous materials and other emergency alarms by driving and operating fire apparatus, other emergency vehicles and equipment when qualified; may select the most direct route of response.
- Operates and maintains light, medium and heavy duty fire apparatus and emergency vehicles including pumpers, water tenders and support vehicles, as well as related equipment such as laying hose lines and operating engine pumping equipment; operates a variety of hand and power tools such as rescue saws and harnesses, extrication tools, chainsaws, dry chemical extinguishers, pike poles, extension ladders, pickhead axes and other related tools; assumes primary responsibility for the inspection, servicing and maintenance of assigned vehicles, equipment and tools to ensure readiness in emergency situations.
- Perform a variety of fireground and emergency scene tasks.
- Demonstrates a full understanding of applicable policies, procedures, work methods and safety requirements associated with assigned duties.
- Assists in the suppression of fires and protection of life and property; administers emergency medical aid; inspects commercial and residential structures to ensure compliance with federal, state and local fire prevention laws, codes and regulations; participates in training for emergency situations.
- Assists in the maintenance of fire station, quarters and surrounding grounds.
- Assists with rental and maintenance of District's community hall.
- May respond to State and National Incidents under State Master Mutual Aid (Strike Teams) or FEMA requests in any position qualified.
- Responds to questions and concerns from the public, provides information as is appropriate and resolves complaints; participates in public education programs related to fire prevention and safety; conducts station tours.
- Build and maintain positive working relationships with co-workers, other District employees and the public using principles of good customer service.
- Promote and maintain safety in the workplace.
- Perform collateral assignments as requested.

DISTINGUISHING CHARACTERISTICS

The Fire Engineer Trainee is the apprentice level class responsible for learning the full scope of assigned duties including driving, operating, inspecting and maintaining fire apparatus and equipment. Fire Engineer Trainees must qualify as Fire Engineers by the end of the twelve-month probation period.

WORKING CONDITIONS/ASSIGNMENTS/PHYSICAL DEMANDS

- Work is conducted both in a fire station and in the field in various settings.
- Some of these include exposure to smoke, odors, heat, steam, fumes, and dust; as well as periodic exposure to dangerous or life-threatening situations.
- Performs tasks requiring: strength and stamina, such as lifting and moving equipment and objects weighing up to 100 pounds; pushing or pulling objects of up to 100 pounds; sitting, standing, walking on uneven or slippery surfaces, kneeling, bending, twisting, turning, stooping, squatting, grasping and crawling; ascending and



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descending stairs and ladders; work both inside and outside with exposure to extreme weather conditions, odors, dust and pollen; exposure to chemicals, skin irritants, fumes and solvents; frequent hand and arm motion.

- Must have: hand and finger dexterity sufficient to use small tools; the ability to see well enough to read gauges, documents and street maps; accurate depth perception; the ability to communicate verbally, including projecting a voice that can be heard in a noisy environment; the ability to hear and distinguish various sounds, such as alarms, voices of co-workers and warning horns or sirens in both quiet and noisy environments; the ability to stand, walk, bend and reach at, above or below shoulder height for extended periods of time; sustained concentration and prolonged commitment to job tasks; interpersonal skills sufficient to work closely with others on a team; high level cognitive, interpretive or judgment skills; ability to demonstrate flexibility in work environments, performing a variety of frequently changing tasks; ability to plan, negotiate, direct, control and monitor other's activities; and the ability to work alone effectively under stress in situations dangerous to self or others.
- Work involves irregular hours on weekdays, weekends, and holidays. Members in this class are assigned to a 48/96 work schedule as part of a two-to-four-person engine company. During the twelve-month probation period shift assignments will rotate every four months.
- Salary and benefits include: \$55,000 annual salary, paid medical insurance (employee only), \$600/yr. uniform allowance, vacation & sick leave.

QUALIFICATIONS

KNOWLEDGE OF:

- Knowledge in the operation and maintenance of firefighting apparatus and their equipment; be familiar with fireground hydraulics and principles of fire streams and modern fire prevention techniques, and water systems.
- Rules, regulations, and operational procedures of the Willow Oak Fire Protection District.
- Emergency medical skills including basic life support, CPR and defibrillation.
- Fire apparatus, equipment, tools, devices, facilities, and their proper utilization, maintenance requirements and methods.
- Local geography, types of building construction, major target hazards, water supply, fire and building laws and regulations as they relate to the Willow Oak Fire Protection District.
- Be familiar with all applicable driving laws.
- Occupational hazards and standard safety practices.
- Modern office equipment including a computer and applicable software.

ABILITY TO:

- On a continuous basis, know and understand all aspects of the job and observe safety rules.
- Understand and follow both oral and written instructions quickly and correctly.
- Retain presence of mind in emergencies; analyze fire and emergency situations, adopt effective courses of action, and report to Officer.
- As a trainee operate and maintain fire equipment and apparatus; perform field calculations in hydraulics for proper and safe operations at emergency scenes.
- Acquire and maintain skill levels, stay up with new equipment and procedure familiarization, and maintain certifications that are relevant and/or required for assigned responsibilities.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships and with those contacted in the course of work; courteously respond to community issues, concerns and needs.

EDUCATION

High school diploma or equivalent.

EXPERIENCE

One year of firefighting experience.



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LICENSES/CERTIFICATES

- Possession and continued maintenance of a valid California Class “C” driver's license with firefighter endorsement or higher.
- Driver/Operator 1A & 1B within twelve (12) months of hire.
- California State Fire Marshal's Firefighter One Certificate within twelve (12) of hire
- Emergency Medical Technician I (EMT - D) certificate at time of hire.
- Possession of a valid CPR for professional rescuer card at time of hire.
- IS 100: Introduction to the Incident Command System at time of hire.
- IS 700: An Introduction to the National Incident Management System at time of hire.