



## JOB DESCRIPTION

JOB TITLE: Fire Fighter

DEPARTMENT: Fire

SUPERVISOR: Fire Chief

PREPARED BY: City of Pelham, GA

DATE: April 2021

## SUMMARY

Fire Fighters respond to fires, medical calls, and vehicle accidents to ensure the safety of the residents and preserve property.

## ESSENTIAL DUTIES

1. Respond to emergency callouts by driving to fire scenes, operating firefighting equipment to extinguish fire, and rescuing people
2. Liaise with the police and ambulance service personnel to respond to emergency situations
3. Follow manufacturer's instructions to complete preventive maintenance requirements to ensure equipment are in working order
4. Ensure availability of water supply at emergency scene by testing fire hydrants to confirm they are operational
5. Provide emergency medical services to fire casualties in the absence of an ambulance
6. Review and implement safety policies and procedures at residential and commercial properties
7. Provide company staff with demonstrations on how to effectively operate firefighting equipment
8. Conduct practice drills to acquaint company personnel with emergency response procedures
9. Undertake physical training in order to maintain fitness level required for the job
10. Assess situations quickly to decide the best course of action
11. Produce written reports of emergency incidents

12. Participate in educational workshops, seminars, and programs to update job skill and knowledge

#### SKILLS AND ABILITIES:

1. Preferred State of Georgia Certified Firefighter, with certification as a Georgia Firefighter 1 with structural fire control, will consider sponsorship through the Basic Firefighter Training.
2. Ability to operate large vehicles
3. Current Health Care Provider CPR/AED card
4. Ability to prepare and create clear and comprehensive written reports.
5. Physical Strength: Firefighters maintain a level of fitness necessary for lifting and handling firefighting equipment
6. Judgment: They are able to make sound decisions on best ways to tackle an emergency situation
7. Safety Management Skills: They are able to recommend appropriate safety procedures to prevent fire outbreak in an organization

#### OTHER REQUIREMENTS:

1. High school diploma or equivalent required, technical degree or college degree desired.
2. Possession of a valid driver's license with the State of Georgia
3. Work weekends and 24 hour shifts

#### COMPENSATION

Job starts at \$10.00/hour. . The city offers medical, dental, vision, and life insurance options, along with a lucrative retirement plan through Georgia Municipal Association.

#### APPLYING

Submit a city application in person, by U.S. mail, or by email. Contact (229)294-7900 menu option 5 or City of Pelham, Attn Mrs. Donna Wills, 108 Hand Ave W, Pelham, GA 31779.