



102 Remington Street
Fort Collins, CO 80524

Phone: 970-221-6570
Fax: 970-416-2809
Internet: www.poudre-fire.org

POSITION ANNOUNCEMENT

Position Title: FIREFIGHTER
Opening/Job #: 0913-01
Opening Date/Status: April 4, 2016 – Open to Public
Salary Range: \$50,882 per year, salaries are paid biweekly
FLSA Status: Non-exempt
Closing Date: June 17, 2016

WORK SCHEDULE: Three 24-hour shifts on alternating days, followed by four days off. Average of 56-hour duty week. Holiday, weekend and overtime work is required.

SELECTION PROCESS: Competitive selection process includes the following elements:

- National Test Network (NTN) Application Submission & Screening
- Schedule and complete NTN written exam(s)
- Review of NTN exam scores
- Invitation to complete PFA employment application
- Screening of PFA applications
- Selection of those successful applications
- Candidate Physical Ability Test (CPAT) Document Verification
- Panel Interviews (Oral/Resume) (Current CPAT verification at interview)
- Eligibility list established for future openings
- Administrative Interview (Current EMT-B National or Colorado certification verification)
- Post-offer Drug Test
- Background Checks
- Fitness-for-duty Physical Exam & Evaluation
- Psychological Exam
- Credential Verification

SUMMARY: Protects life and property, and controls and extinguishes fires and performs basic EMS duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES: The following duties and responsibilities are illustrative of the primary functions of this position and are not intended to be all inclusive.

- Provides outstanding service and performs duties as necessary to best serve customers in the PFA response area.
- Responds to fire alarm and other emergency calls.
- Inspects buildings for fire hazards and compliance with International Fire Code, resulting in directing fire regulation violations to be corrected.
- Maintains fire apparatus, quarters, buildings, equipment and grounds.

- Administers first aid to ill or injured individuals and those overcome by fire and smoke with medical intervention at an Emergency Medical Technician (EMT) level; performs cardiopulmonary resuscitation (CPR); and operates a semi-automatic external defibrillator (AED).
- Positions and climbs ladders to gain access to upper levels of buildings or to assist individuals from burning or unsafe structures.
- Creates openings in buildings for ventilation or entrance.
- Protects property from water and smoke damage by use of waterproof salvage covers, fans and deodorants.
- Communicates with supervisors during fire and other incidents by portable two-way radio.
- Participates in drills, demonstrations and courses in hydraulics, pump operation and maintenance, and firefighting techniques.
- Drives and operates firefighting vehicles and equipment.
- Conducts public-education activities and responds to calls or inquiries from the general public.
- Uses computers for preparing reports and e-mail communication.

QUALIFICATIONS: The requirements listed below are representative of the knowledge, skills, and abilities required.

- Ability to receive, understand, and take positive appropriate action from information or instructions presented verbally and/or in written form.
- Ability to communicate tactfully and diplomatically with the public, superiors, and peers; and must be able to communicate clearly and concisely, both verbally and in writing. Ability to work in cooperation with other emergency responders.
- Ability to recognize fire and building code violations while performing inspections.
- Ability to present fire safety and fire prevention talks to groups or organizations of a variety of ages to help reduce the risk of death and injury caused by fires.
- Ability to have a thorough knowledge of firefighting tools and operations.
- Ability to maintain self control during periods of high stress and when dealing with the victims or members of the public who may be highly emotional and/or combative.
- Ability to take command of an emergency situation until relieved by a superior officer.
- Ability to work in a team environment.

EDUCATION AND EXPERIENCE:

- High School Diploma/GED equivalent.
- LANGUAGE SKILLS - Ability to read, understand, and interpret documents such as safety rules, and operating and maintenance instructions and procedure manuals. Ability to write reports and correspondence in a clear, understandable manner. Ability to speak effectively before groups of customers or employees of the organization.
- MATHEMATICAL SKILLS - Ability to calculate figures and amounts such as proportions, percentages, area, circumference and volume. Ability to apply concepts of basic algebra and geometry. Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, fractions and decimals. Ability to compute rate, ratio and percentage, and to interpret bar graphs.
- REASONING ABILITY - Ability to solve practical problems and deal with various situations where limited standardization exists. Ability to interpret various instructions in written, oral, or diagram form.

DESIRED EDUCATION AND EXPERIENCE:

- Education beyond a high school diploma.
- Skilled Trade(s) certification. Skills or trades that can be used to show mechanical and/or technical expertise.
- Military service. Honorable discharge or still actively serving.
- Transferable work experience. Both fire and life experiences that can relate to a career as a firefighter.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Must possess and maintain a valid driver's license in good standing.
- A valid, current Emergency Medical Technician (EMT) certification is not required to apply. However, proof of EMT certification is required to participate in the final Administrative Interview, no exceptions. It is advisable to have obtained EMT certification by fall of 2016 when the eligibility list is established.
- A current CPAT card must be maintained and will be verified at panel interviews.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to use hands to handle or feel objects; operate hand and power tools, and equipment and vehicle controls; stand, walk and sit; reach with hands and arms; climb or balance, maneuver over uneven terrain, and operate on ground ladders, all structure roofs, and high places; stoop, kneel, crouch or crawl and operate in a confined space with limited visibility; and talk, hear and smell. The physical ability test will measure the ability to perform tasks related to the job of firefighter.

The employee must occasionally lift and/or move more than 100 pounds while wearing protective clothing and self-contained breathing apparatus, operating in super-heated atmospheres and performing an assortment of firefighting duties. These duties may include, but are not limited to, dragging hose weighing up to 150 pounds, carrying firefighting tools weighing 80 pounds, effecting rescue of any victims, and operating power tools weighing over 75 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus with vision correctable to 20/20.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job PFA firefighters are required to work a 24-hour rotating schedule, including holidays and weekends, and overtime and emergency call-ins on an as-needed basis. Work is performed in a variety of settings, including hazardous environments and medical/trauma situations. Work areas include a closed-office environment while preparing reports; fire prevention and safety demonstrations to a variety of community groups; a variety of building types and conditions while performing inspections; and buildings whose structural integrity may have been weakened by fire conditions. The employee regularly works in outside weather conditions. The employee is regularly exposed to vibration and frequently works near moving mechanical parts and is exposed to fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, and risk of electrical shock. The employee occasionally works in high, precarious places and with explosives, and is exposed to wet and/or humid conditions and possibly the risk of radiation. The noise level in the work environment is usually loud.

EQUIPMENT UTILIZED: A variety of hand and power tools carried on fire apparatus; portable radios to communicate effectively to other emergency responders; and computers and software programs utilized by the department. Employee eventually must be able to drive and operate assigned fire apparatus.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Please submit your application on-line NTN and complete written exams no later than June 17, 2016.

All candidates will be notified of their status between August 8-12, 2016.

POUDRE FIRE AUTHORITY IS AN EQUAL OPPORTUNITY EMPLOYER