

**MUNICIPAL FIRE AND POLICE CIVIL SERVICE**

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT #6 (COVINGTON)**

**Contents**

**OCCUPATIONAL INDEX TO CLASSES ..... 2**  
**FIREFIGHTER/OPERATOR ..... 3**

# OCCUPATIONAL INDEX TO CLASSES

## MUNICIPAL FIRE AND POLICE CIVIL SERVICE

### ST. TAMMANY PARISH FIRE PROTECTION DISTRICT #6 (COVINGTON)

#### FIRE SERVICE

##### LINE CLASSES

FIREFIGHTER/OPERATOR \*

\*Competitive class

\*\*Promotional class

QF Index

Original Adoption: 05-24-17

Revision Dates:

# FIREFIGHTER/OPERATOR

(Competitive Class)

## **DISTINGUISHING FEATURES OF THE CLASS**

The class of Firefighter/Operator comprises entrance level positions in the fire suppression division of fire department operations. Employees of this class receive training in and perform firefighting and fire suppression tasks such as controlling and extinguishing fires, performing rescue work, and driving and operating fire department vehicles. Employees of this class are also responsible for the maintenance of fire apparatus, fire department equipment, the fire station, and for completing records as assigned. Employees of this class perform duties under the supervision of and have work reviewed by the Fire Chief. This class reports to and ranks immediately below that of Fire Chief.

## **EXAMPLES OF WORK**

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Learns and maintains proficiency in fireground formulas, effects of adverse conditions on the firefighting operation, fireground operations, the location and purpose of equipment, precautions to be observed in the use of tools, principles of fire behavior, the purpose of all alarm signals, structural components of buildings, and the use of newly acquired equipment. Reads and studies firefighting training materials and keeps up to date on pertinent information related to firefighting. Studies basic laws, regulations, and revisions. Selects shortest available route to fire or emergency scene and for the location of the nearest fire hydrant. Rides apparatus on way to fire scene. Operates communication equipment at the emergency scene and advises the dispatcher of the call status. Relays orders from officers to other firefighters and apparatus operator. Places apparatus at the fire scene according to instructions of a commanding officer. Listens or watches for and follows orders and instructions from superior officer at the fire scene, maintains awareness of other firefighter efforts, and assists other firefighters to ensure a safe and coordinated performance. Operates pump to supply adequate pressure at the nozzle. Performs search and rescue operations in order to locate and remove trapped victims from burning or collapsed buildings, vehicles, enclosed spaces, or other endangerment using appropriate tools and techniques. Practices with apparatus and equipment under supervision to increase and maintain proficiency. Participates in physical development workouts.

Performs emergency medical services such as basic first aid, CPR, and first responder services. Drives emergency medical vehicles to and from the scene of a fire or other emergency to provide medical care and/or to transfer the injured to a hospital or other emergency care facility. Notifies dispatcher to call for emergency medical help when needed. Examines injured person for medical alert tag to determine if special treatment is necessary. Examines victims for signs of

injury, consciousness, and breathing and determines nature and extent of injury or illness. Responds to medical emergency calls such as heart attacks, births, and poison ingestion. Obtains a comprehensive drug history on the patient. Inspects the scene of poisoning or drug overdose to determine nature of poison. Treats range of injuries at scene using advanced first aid and emergency care techniques. Provides for and ensures that accurate emergency medical records such as personnel records, patient care records, records of activity, financial records, and inventory records are maintained. Delivers detailed reports to superiors after each shift.

Performs regular maintenance of equipment such as fire pump, aerial ladders, tillers, elevating platforms, and emergency medical equipment to make sure they are in proper working order. Conducts required safety tests of fire department apparatus and equipment to ensure compliance with departmental operating standards. Inspects fire apparatus to determine if it is operating properly and is ready for service, or to determine if it needs repair or routine maintenance. Inspects all tools on fire apparatus to make sure they are in proper working order and to determine if any tools are missing; reports damaged or missing tools to superior officer. Maintains inventory and makes minor repairs to equipment and tools. Performs periodic tests of apparatus pumping capacity and pressure, fire extinguishers, communication equipment, and self contained breathing apparatus.

Provides for the maintenance and upkeep of station house and grounds. Cleans, waxes, and polishes fire apparatus and inspects for damage. Maintains adequate quantities of station maintenance and office supplies, expendable firefighting and first aid supplies, equipment and apparatus fuels, and cleaning supplies. Locks station doors and windows and secures valuable items from theft, vandalism, and damage. Maintains satisfactory interpersonal relations with other members of a shift for prolonged periods under conditions of monotony and/or extreme stress. Records equipment and apparatus missing or needing replacement or repair. Records results of alarm, radio, apparatus, and equipment tests.

Performs related duties as assigned.

## **QUALIFICATION REQUIREMENTS**

Unless otherwise specified, all requirements must be met by the filing deadline for application for admission to the examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States and of legal age.

After offer of employment, but before beginning work in this class, must pass a physical examination, the selection and administration of which shall be authorized by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Applicant must possess one of the following: high school diploma, high school equivalency certificate, high school transcript, affidavit from the issuing high school, associate's or bachelor's degree, or college transcript, any one of which must indicate that graduation has occurred or a degree awarded. A certification of completion shall not be sufficient to substitute for a diploma or equivalency certificate.

Must possess a valid driver's license.

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| Firefighter/Operator QF<br>Adoption Date: 05-24-17<br>Revision Dates: |
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