

## **Eastside Fire & Rescue Job Description**

Position Title: **Firefighter/Engineer**  
Division: **Operations**  
Reports To: **Company Officer**

FLSA Status: **Non-Exempt**  
Revised: **1/6/14, 10/15/18, 11/1722**

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**General Summary:** The Firefighter/Engineer is responsible for providing emergency medical services/ basic life support, according to King County Emergency Medical Services guidelines, fire suppression, and rescue services. Work may involve environments that are dangerous to life and health. Strenuous physical exertion under stressful conditions may be required during training and emergency scene operations. The work environment includes, but is not limited to, confined spaces, temperature extremes, inclement weather, extreme heights, exposure to diseases, and violent acts. The Firefighter/Engineer also conducts non-emergency services, to include but not limited to training, pre-incident planning, fire/injury prevention/public education, building inspections, public relations, facility maintenance, apparatus/equipment checks, report writing, and other activities. The position reports and is responsible to and evaluated and supervised by the assigned Company Officer.

**Essential Job Functions:** Typical Firefighter/Engineer tasks and/or assignments include but are not limited to:

1. Responding to customer requests.
2. Provision of emergency scene services.
3. Training/Education (receiving or providing).
4. Fire prevention activities (inspections, presentations, etc.).
5. Operating Department equipment and apparatus.
6. Maintaining assigned facilities, apparatus, and equipment.
7. Creating, reviewing, and/or revising pre-incident, maps, communications, and other operating plans.
8. Physical training/conditioning.
9. Obtaining/retaining of Department-required professional certifications.
10. Performing at established standard levels.
11. Timely and accurate documentation of activities.
12. Operating a variety of telecommunications tools and computer programs.
13. Mentoring other Firefighters/Engineers.
14. Compliant with Department policies, guidelines, rules, and regulations.
15. Participates in this position's annual performance evaluation conducted by the Company Officer.
16. Other duties as assigned.

**Essential Job Functions of Engineer (Firefighter):**

1. Responsible for all aspects of operation and driving of emergency fire apparatus including Engines, Ladders, Tenders, and other apparatus determined by the Department, in both emergency and non-emergency modes.
2. Ensure basic vehicle and equipment maintenance is completed and readiness of the apparatus is to standard, in order to safely transport crews and operate at emergency scenes.

3. Understands NFPA 1911 out of service criteria for fire apparatus.
4. Takes accurate readings of gauges and equipment, keeps accurate records, and makes minor mechanical repairs and adjustments to fire apparatus, tools and equipment.

**Essential Job Functions of Fire Marshal Office Inspector (Firefighter/Engineer):**

5. Responsible for, but not limited to conducting new construction and annual fire inspections, assisting the Fire Marshal or Deputy Chief in writing permits, attending pre- construction meetings, and assisting in meeting the goals of the FMO and the Department.

**Essential Job Functions of Training Firefighter/Engineer:**

1. The Training Firefighter is responsible for assisting with managing, developing, and evaluating the Department's training program. The Training Firefighter is a two-year appointed position and reports to the assigned Deputy Chief.
2. Responsible for assisting managing, developing, and evaluating the Department's training programs.
3. May assist in the evaluation of Department and South King County Fire Training Consortium (SKCFTC) personnel in their performance of skills (e.g., JATC, etc.).
4. Assist with the review and maintenance of all individual training records ensuring documentation accuracy, compliance with the training program, and skill competency.
5. May be subject to additional assignments by the assigned Deputy Chief as well as from the appropriate chain of command within the SKCFTC.
6. The Training Firefighter is allowed to work suppression replacement overtime.
7. Responsible for conducting field and classroom training to career and volunteer personnel.
8. Assists in the development and scheduling of training as needed.
9. May conduct field level quality assurance evaluations in all fire department operations.

**Essential Job Functions of CORE Firefighter/Engineer:**

The CORE/Mobile Integrated Health (MIH) Firefighter/Engineer (FF/ENG) is assigned to the CORE program and will work as partners on a multidisciplinary team alongside Care Coordinators. CORE FF/ENGs will be expected to perform work outside the usual scope of an EF&R company member. This is a one year assignment and reports to the assigned Deputy Director/Deputy Chief, or designee.

1. Triage, screening, and care planning for CORE clients.
2. Lengthy on-scene client outreaches and interactions (often greater than one hour).
3. Post-call follow-up contact (via phone and email) to clients, care providers, and other relevant individuals or organizations.
4. Communicate effectively over the radio to both NORCOM and/or additional units when necessary.
5. Interact regularly with Operations companies both on and off responses. Provide response feedback, training, and education that supports culturally relevant practices with an intentional equity lense.
6. Participate in decision-making on a flat, consensus-based model, versus a typical suppression unit hierarchical dynamic.
7. Connect and build relationships with a broad range of community members.

8. Cultivate contacts and establish positive, effective, and collaborative working relationships with Police, court systems, substance use treatment providers, community leaders, DSHS, homeless shelters, area community service and faith-based groups, hospital, and health providers to care for and assist frequent 911 callers and other residents in need of social services.
9. Meet with and interview individuals, families, and other care providers to assess needs and eligibility of services. Advocate for the needs of individuals within and outside the system; liaise between individuals, caregivers, and service providers. Assist with client-level and system-wide troubleshooting and advocacy.
10. Medically evaluate clients and provide BLS services as needed.
11. Respond to community requests for information about available services for people who are homeless, have mental health and/or substance abuse issues, and those with other human and social service needs.
12. Provide outreach, engagement and support to individuals that are seen on a reoccurring basis. Assist with facilitating access to services for high-need individuals across all involved systems of care.
13. Promote best practices in treatment approaches, support systems and interventions.
14. Contribute to the development of the vision of CORE with recommendations for program improvement, including program objectives, metrics and policies.
15. Attend community meetings and trainings to network and gain skills as needed.
16. Perform other duties as assigned.

**Knowledge, Skills, and Abilities:**

1. Ability to work in a closely managed, paramilitary management system.
2. Ability to follow verbal and written instructions and comply with safety regulations.
3. Ability to work under hazardous conditions utilizing proper technique and wearing proper equipment.
4. Ability to learn principles and techniques of modern fire prevention, suppression, and lifesaving procedures and techniques.
5. Ability to maintain composure and self-control under adverse conditions (i.e., critical injuries and death).
6. Ability to cope with situations firmly, courteously, tactfully, and with respect for the rights of citizens.
7. Work effectively with people of diverse backgrounds, life experiences, and abilities.
8. Ability to establish and maintain effective working relationships with other employees, supervisor, elected officials, and the general public.
9. Ability to meet adopted performance standards and adhere to the mission, vision and values of the Department.
10. Ability to hold self in readiness at all times to answer calls, accept authority, obey orders of superiors, and accept a strict personal organizational code of conduct and ethics.
11. Ability to attend school, conferences, and training sessions, keeping current in tactics and other information related to the position.
12. Ability to work/operate in small group or team environment to accomplish tasks/assignments.
13. Knowledge of public education methods and skills to create and deliver programs that effectively educate citizens of all ages.
14. Knowledge of building construction and Department facilities, ability to recognize potential hazards, and skill to develop comprehensive, understandable pre-incident

plans.

15. Knowledge of safety regulations and practices applicable to the Department, including those for incidents involving firefighting, EMS, rescue and hazardous materials.
16. Ability to recognize unsafe work practices and make timely corrections to ensure continued compliance with safety standards.
17. Knowledge of HIPPA, reporting requirements, and other laws related to confidentiality of protected client information. Ability to maintain confidentiality of information.
18. Knowledge and skills to effectively maintain fire stations, grounds, apparatus, and equipment in a condition that ensures maximum operational readiness for service.
19. Ability to accept challenging or unusual assignments and skills to apply education and experience to complete assignment objectives.
20. Knowledge of fire investigation techniques and ability to assist a fire investigator.
21. Must be able to drive Department vehicles.
22. Must be able to frequently communicate, express oneself, convey, converse, and exchange information with others either in person, telephone, radio, and computer-generated communication.
23. Understands and adheres to Department policies and procedures.

#### **Specific Fire Marshal Office Inspector (Firefighter/Engineer) KSAs:**

1. Conducts fire prevention inspections and re-inspections.
2. Writes permits.
3. Conducts new construction acceptance inspections.
4. Conducts fire district receipt inspections.
5. Instructs crews in proper inspection procedures and pre-incident planning and such other programs as may be required to produce a highly effective and efficient fire suppression and code enforcement program, assist in outlining other training as may be required to meet the needs of the community.
6. Attends pre-construction meetings as assigned.
7. Works with little or no supervision.
8. Coordinates work with other Department divisions and outside agencies.
9. Assists in maintaining a record of all commercial, institutional, manufacturing and similar buildings within the Department service area that have been assigned for inspection and/or plans review.

#### **Specific Training Firefighter/Engineer KSAs:**

1. Conducts quality assurance evaluations of training in all fire department operations.
2. Audit CBT training instructors and classes.
3. Assist in the planning/scheduling of training programs.
4. Miscellaneous tasks, assignments, or assisting with (not exclusive):
  - Career instructor training
  - Mask fit testing
  - New career hire orientation
  - Volunteer training
  - JATC
  - Firefighter/Engineer training
  - Burn houses
  - Instructor training endorsements
  - Training meetings

- Electronic record management system
- Multi-media training (e.g., Target Solutions, Action Training, etc)
- AV coordinator
- General office
- Training evaluations

### **Education and Experience:**

- Minimum of accredited high school diploma or GED equivalency.
- Successfully pass the entry level testing procedures.
- Successfully completed a Department recognized Firefighter recruit academy that meets or exceeds those demonstrated KSA's as required by the Washington State Firefighter 1.
- Must have (at time of hire) and maintain (throughout the period of employment) a valid State of Washington Emergency Medical Technician certification.
- Must have (at time of hire) and maintain (throughout the period of employment) a valid State of Washington Driver's License.
- Must maintain a good driving record as required by Department policy.
- Must successfully complete the probationary period within one year after appointment.
- Successfully complete step requirements as listed below:
  - Growth is demonstrated by completion of the requirements for the recognized steps from Probationary to 1<sup>st</sup> Class Firefighter Journeyman:
    1. Probationary Period (12 months): Successfully complete probationary training curriculum. Enrolls as an apprentice in JATC and pass test for advancement.
    2. 3rd Class Firefighter (12 months): Successfully complete JATC requirements and pass test for advancement to second class.
    3. 2nd Class Firefighter (12 months): Successfully complete JATC requirements and pass test for advancement to first class.
- **Fire Marshal Office Inspector (Firefighter/Engineer):** Must obtain the International Fire Code Fire Inspector Certification from the International Fire Code Institute within one year of appointment.

### **Physical Requirements:**

- Must be minimum of twenty-one (21) years of age at time of appointment.
- Must successfully pass annual fit for duty test and annual SCBA/HEPA mask fit test.
- Must be able to read, utilize a computer (screen, keyboard, etc), write, and understand various reports, letters, documents, emails, training materials, etc.
- Frequent movement is necessary in a fire station setting, in meetings and/or training, at conferences, etc., for long periods.
- Occasionally ascends/descends stairs and/or ladders; occasionally positions self to reach high/low work spaces; occasionally kneels, stoops, crouches, or crawls.
- Lifting and/or moving up to 50 pounds and occasionally lifting or moving up to

150 pounds.

- Specific vision abilities required by the job include close vision, depth perception and the ability to adjust focus. Corrected vision is permitted.
- Frequently operates a computer and other office productivity machinery such as a calculator, copy machine, and computer printer.
- Frequently works in an indoor or outdoor setting; occasionally required to work for prolonged periods without rest during disasters or in inclement weather.
- Must successfully pass the Department's pre-hire background, medical physical, drug screen, and psychological testing.

**Working Conditions:** The Firefighter/Engineer is subject to work hours as outlined in the Collective Bargaining Agreement. The Firefighter/Engineer shall be required to immediately respond to emergencies, work outside in all weather conditions and under adverse conditions. Work includes exposure to hazards inherent with firefighting and rescue operations. May be subject to off-shift call back.

**General Sign-Off:** The employee is required to adhere to all Department policies, regulations, and procedures. The statements herein are intended to describe the general nature and level of work performed by employees but are not a complete list of responsibilities, duties, and skills required of personnel so classified.

I have read, understand, and agree to adhere to this explanation, conditions, and job description.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Emp# \_\_\_\_\_