

**CITY OF BELLE PLAINE, MINNESOTA
POSITION DESCRIPTION**

POSITION: Firefighter

DEPARTMENT: Fire Department

SUPERVISORS: Fire Chief/City Council

OVERVIEW OF POSITION: The primary function of a Belle Plaine Firefighter is to protect the community from disaster situations, including house and building fires, and promote an environment of public safety within the City of Belle Plaine Fire Department's response area. The position also participates in fire prevention activities, equipment maintenance, and training dealing with all phases of fire suppression, prevention and inspection, rescue and emergency operation. An Employee in this classification performs the duties of the other employees in the Belle Plaine Fire Department when so assigned.

ESSENTIAL JOB FUNCTIONS:

- Respond to fire alarms and extinguishes fire;
- Responds to calls for first responder medical emergencies, and renders first aid;
- Performs salvage operations such as throwing salvage covers, sweeping water and removing debris;
- Responds to and renders assistance in emergency cases;
- Cleans and inspects equipment and apparatus after returning from a fire;
- Inspects equipment and apparatus and notifies superior officer of any defects;
- Participates in training activities and instruction sessions.
- Attend extra training that is required for the position, including but not limited to: Firefighter Trends, Technology, Firefighter Safety, and Wellness.

GENERAL RESPONSIBILITIES:

- Establishing and maintaining a good working relationship with all members of the Belle Plaine Fire Department;
- Keeps fire station, equipment and grounds in a clean and orderly condition;
- Acquires and retains a thorough knowledge of the city, including streets, buildings, water supply, unusual hazards and related items;
- Performs all work duties and activities in accordance with City policies and procedures.

REQUIRED INTERPERSONAL SKILLS:

- Ability to communicate clearly and effectively
- Ability to understand and carry out directions
- Ability to accept responsibility
- Ability to deal with a wide range of individuals
- Ability to accept delegated work and supervision
- Ability to maintain confidentiality as needed
- Ability to work with the public.
- Ability to present a positive and constructive attitude in performance of all duties.
- Strive to improve morale within the department and improve working relationships

KNOWLEDGE, SKILL, AND ABILITIES:

- Ability to use good judgment understands and carries out written and oral instructions.
- Ability to monitor safety conditions and to recognize unsafe situations and OSHA regulations, so corrective action may be taken.
- Ability to communicate effectively with the general public, supervisor, and city personnel.
- Ability to utilize a wide variety of motorized, electric, and hand tools as well as vehicles. Work is performed at a variety of indoor and outdoor sites.

MINIMUM QUALIFICATIONS

- High School Diploma or GED equivalency; and
- Must possess a Valid Minnesota Driver's License;
- Must be at least 18 years of age at time of application;
- Good Health must pass an insurance medical examination.
- Good character references.
- Live within 10 minute response time as outlined by Belle Plaine Fire Department Bylaws.

ESSENTIAL PHYSICAL ABILITIES

The primary duties of this class are performed in a work environment in which the employee is subject to potential danger. Therefore, the following physical abilities are deemed essential:

- Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at a fire or related emergency scene;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate used in firefighting;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property.

COMPENSATION:

Compensation is set annually by Belle Plaine City Council.