



CITY OF ROSWELL
Equal Opportunity Employer
Fire Department
Firefighter Lateral I

SUMMARY: Under basic supervision, performs firefighting, rescue, and emergency medical duties as required to protect the lives and property of the City residents; maintains Roswell Fire Department (RFD) equipment and facilities.

ESSENTIAL FUNCTIONS: -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to, the following:*

REQUIREMENTS:

- Inspects and maintains RFD facilities, vehicles, equipment, apparatus, tools, supplies and hydrants; inspects, tests, evaluates, and repairs equipment after use; notifies supervisors of equipment problems beyond the scope of authority or skills.
- Inspects and maintains personal protective equipment and assures that all firefighting equipment is in a state of readiness and available for immediate use.
- Responds to emergency alarms and calls for service, and performs fire suppression, rescue, and emergency medical duties as required to control emergency incidents; follows orders under stressful conditions, and relays orders, instructions and information on team actions.
- Operates emergency, fire, rescue, medical, and lifesaving tools and equipment; assists and coordinates with law enforcement personnel and other responders; extracts victims from accident sites and hazardous situations; enters burning buildings to extinguish fires and rescue victims.
- Preserves property and mitigates hazards, emergency situations, and hazardous materials incidents; performs salvage and clean-up activities at fire and emergency scenes.
- Maintains RFD station and living quarters in clean and orderly condition; operates, inspects and maintains vehicles and other fire equipment; performs minor repairs on apparatus and equipment inside and outside of facilities; orders replacement supplies as needed.
- Studies City geography, traffic patterns, streets, landmarks, building locations, and special hazards of designated facilities, in order to perform emergency services duties in a fast and effective manner.
- Prepares and maintains departmental records; may assist with inspection of buildings for fire hazards and compliance with fire prevention ordinances.
- Conducts public education sessions for a wide variety of audiences; participates in fire prevention, pre-fire planning and safety programs; assists with training of citizens and volunteer staff as assigned.
- Attends training programs to continuously update work skills and knowledge.
- Supports the relationship between the City of Roswell and the general public by demonstrating courteous and cooperative behavior when interacting with visitors and City staff; maintains confidentiality of work-related issues and City information; performs other duties as required or assigned.

MINIMUM QUALIFICATIONS:

Education, Training and Experience Guidelines:

- High School Diploma or GED equivalent
- Completion of Fire Academy training program; OR an equivalent combination of education, training, and experience.
- Minimum two years, full time, with a paid department.

Knowledge of:

- City policies and procedures.
- Fire Department Standard Operating Procedures, Code of Conduct, policies, and procedures.
- National, State, and City laws, regulations, practices, and procedures governing emergency services.
- Operational characteristics of fire suppression apparatus and equipment.
- Methods, practices, and procedures for fire prevention, fire suppression, hazardous material responses, emergency medical services, rescue operations, and fire investigations.
- Federal, state, and City safety rules and regulations, and state and local building codes.
- Record keeping and file maintenance principles and procedures.

Skill in:

- Providing firefighting, rescue, and emergency medical services under emergency conditions.
- Observing and following safe firefighting practices, and following orders under stressful conditions.
- Recognizing the construction, contents, and occupancy of buildings and other emergency incident scenes in order to apply appropriate firefighting, rescue, and emergency medical techniques.
- Making independent decisions, maintaining composure, and working effectively under stressful conditions and emergency situations.
- Inspecting, maintaining, and repairing firefighting facilities, vehicles, and equipment.
- Methods and techniques of handling hazardous materials.
- Establishing and maintaining effective working relationships with co-workers.
- Promoting and enforcing safe work practices.
- Operating a personal computer utilizing standard and specialized software.
- Effective verbal and written communication.

LICENSE AND CERTIFICATION REQUIREMENTS:

- Must possess and maintain a valid Class E driver's license issued by the State of New Mexico and be insurable by the City's insurance carrier.
- Must possess and maintain, as a minimum, a valid certification as an emergency Medical technician- Basic (EMT-B) issued by the State of New Mexico
- Must possess Firefighter 1 & 2 with IFSAC or Pro Board Seal Certification
- Must possess and maintain good health and freedom from physical defects so as to be able to acquire the degree of physical strength and agility necessary to perform heavy manual tasks in emergency situations and under adverse conditions.
- Must be able to pass the physical assessment as outlined in the RFD Rules and Regulations
- Must conform to Article XXIII of the CBA between City of Roswell and IAFF Local 1249

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed in a standard Fire Station environment, and in the field for on-scene response to emergency situations. Work requires climbing, lifting, carrying and transporting equipment and individuals. Functional vision and hearing to differentiate sounds (voice, horn) is required. Work may involve exposure to extreme heat, unstable structures, hazardous materials, emergency situations, body fluids, and infectious diseases and pathogens. Must maintain a level of physical fitness to meet Department standards.

PRE-EMPLOYMENT REQUIREMENTS:

- Must be able to pass a rigid background investigation including work history, criminal records, driving records, and other records deemed necessary.
- Must pass a pre-employment drug screen administered by a City-designated facility.
- Must pass a pre-employment physical examination administered by a City-designated facility.

CONDITIONS OF CONTINUED EMPLOYMENT:

Incumbents and candidates must have and maintain a satisfactory driving record and insurability in accordance with the City's insurance carrier.