

SENIOR FIREFIGHTER

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for responding to fires, emergency aid calls, and accidents. An employee in this class performs professional firefighting work of a hazardous nature in order to protect life and property. Duties also include responsibility for performing various record keeping and administrative tasks related to the operation of a fire department. The work is performed under general supervision in conformance with departmental regulations and standing policy. Routine maintenance and custodial work on station equipment may also be performed when not engaged in other duties. Does related work as required.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Prepares work schedules for paid firefighters;

Prepares payroll time sheets and maintains attendance records;

Prepares a variety of records and reports relating to operation of the fire department;

Responds to fire alarms and emergency calls with a fire company;

Drives and operates motor driven firefighting equipment

Operates aerial ladder and rotary, centrifugal, and piston pumpers;

Lays and connects hose lines at the scene of a fire;

Operates emergency life saving equipment and administers first aid;

Handles fire hoses in the fighting of a fire and directs the stream;

Places and climbs ladders and enters burning buildings when necessary;

Receives calls and dispatches equipment and volunteers to scene of fire by radio;

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Assists in the instruction of volunteer firefighters, emergency and first aid equipment;

Performs a variety of tasks in the maintenance, minor painting, and repair of buildings and grounds;

Receives verbal, telephone, radio, and fire alarm notifications of fires and emergencies and dispatches personnel and equipment as necessary;

Operates all communications equipment and records all information in department books daily;

Cleans firefighting equipment and maintains it in good operating condition;

Performs duties as set forth in department regulations and orders.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: Good knowledge of modern firefighting principles, practices, and equipment; working knowledge of elementary first aid techniques; ability to get along well with others; ability to follow oral and written instructions; ability to clearly reason; ability to prepare reports and maintain records; ability to operate heavy motor equipment; willingness to perform assigned tasks; mechanical aptitude; mental alertness; and dependability.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma, and two (2) years of full-time or equivalent experience as a firefighter.

Possession of an appropriate class New York State license to operate a motor vehicle.

SPECIAL NOTE: In accordance with the provisions of section 209-W of the General Municipal Law, permanent appointment will be contingent upon possession of a certificate issued by the State Fire Administrator, attesting to the candidate's satisfactory completion of an approved Fire Basic Training Program.

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Last Reviewed:

Jurisdictional Class: Competitive

Public Hearing: N/A

NYS Civil Service Commission Approval: N/A

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