



Fort Myers Fire Department

Position Description

POSITION TITLE: FIREFIGHTER
FIRE DEPARTMENT

PAY GRADE: F1 STARTING SALARY: \$ 16.62/hr \$41,483.52/annual
(48 hr/wk) Kelly Day every 3rd week

FUNCTIONS:

Firefighters are expected to perform certain essential functions in a safe and efficient manner at emergency incidents. These essential functions are derived from the performance objectives stated in NFPA 1001, "Standard for Fire Fighter Professional Qualifications."

The position of Firefighter is a responsible, technical and professional position involved in the prevention, control, and extinguishing of fires in order to protect life and property. A firefighter performs a variety of tasks requiring skill, proficiency, and specialized training; work involved in controlling and extinguishing fires is usually performed under hazardous and adverse conditions. Activities require the use of sound judgment and ability to make decisions under stressful or emergency circumstances in accordance with accepted firefighting techniques, practices and procedures.

Firefighters provide assistance to the citizens of the community to ensure the protection of life and property. Duties unique to firefighting activities require that work is done according to assignment, and that a significant amount of work time is involved in maintaining fire stations and firefighting equipment. Participation in in-service training programs, drills, and exercises is required. A firefighter may participate in specialized emergency medical training and related programs. Work is performed under direct supervision of a superior officer. Work performance is evaluated while in progress, and is based on observation of results and periodic written reports.

REPORTING RELATIONSHIP:

Reports to: Fire Captain

SUPERVISORY RESPONSIBILITY:

None



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Illustrative Tasks

- ❑ Performs equipment apparatus checks; repairs malfunctions and/or reports defective equipment to appropriate department/person for repair.
- ❑ Operates both as a member of a team and independently at incidents of uncertain duration.
- ❑ Maintains tools, equipment, and fire apparatus.
- ❑ Responds to fire alarms and other emergency calls; performs needed rescue emergency medical and firefighting activities.
- ❑ Selects appropriate hose nozzle type, lays hose line, connects to pump and/or fire hydrants, directs water or chemical extinguishing agents onto fire.
- ❑ Performs Basic and/or Advanced Life Support measures as needed, according to training instructions and certifications.
- ❑ Has extensive knowledge of the Basic Life Support Protocols of the Fort Myers Fire Department, and demonstrates said knowledge in the performance of his/her duties.
- ❑ Participates in in-service training, continuing education, and training drills.
- ❑ Learns street and fire hydrant locations; becomes familiar with area and its road networks.
- ❑ May participate in fire prevention, inspection, and public relations activities relevant to firefighting activities.
- ❑ Performs station housekeeping duties incidental to other firefighting responsibilities.
- ❑ May operate apparatus and other fire equipment.
- ❑ May be assigned to or perform other related duties involving specialized training including paramedical or emergency medical service.
- ❑ Completes and maintains logs, forms, and reports of activities according to departmental guidelines and accepted record keeping practices.
- ❑ Participates in pre-incident planning and other fire prevention activities and programs as scheduling permits.
- ❑ May participate in fire hydrant maintenance, testing, and mapping program.
- ❑ Performs other job related duties as required by supervisors.



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Requirements

- ❑ Ability to meet requirements of state fire minimum standards as authorized in Florida Statute 633.34 and 633.35. (See attached.)
- ❑ High School graduate or equivalency required, and at least 18 years of age.
- ❑ Not have been convicted of a felony or misdemeanor directly related to the position of employment sought, nor have pled nolo contendere on any charge of a felony.
- ❑ Have a good moral character as determined by investigation under procedure developed by the division.
- ❑ Be in good physical condition as determined by a medical examination as prescribed by the division.
- ❑ Be a non-user of tobacco or tobacco products for at least one (1) year immediately preceding application, as evidenced by sworn affidavit.
- ❑ Applicants must already possess or obtain within six months of employment a State of Florida Firefighter Minimum Standards Certification.
- ❑ Must be able to work rotating shift assignments.
- ❑ Must have ability to perform prolonged and arduous physical work under adverse and hazardous conditions.
- ❑ Possess a valid driver's license and shall obtain a minimum of a Florida Drivers License, Class E, within 30 days of employment. (Valid Florida CDL is also acceptable.)
- ❑ Must become Florida certified as an EMT within 12 months of employment if not already certified as a Florida EMT or Paramedic.



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Package Submittal Information

Application packets must include the following:

1. City of Fort Myers Application for Employment
2. Employment Checklist – complete top portion only.
3. Personal Inquiry Waiver, Agreement, Tobacco and Substance Abuse Affidavit
4. Resume
5. TABE Test Results
6. Applicants must provide a letter explaining why you want to be a firefighter for the City of Fort Myers Fire Department.
7. Copies of any Firefighter, EMT or Paramedic certifications, if certified
8. All applicants must provide the names and contact information from (3) three reputable citizens as references. These references must have known the applicant for a minimum of five (5) years and are not a relative or a former employer.
9. Applicant may keep pages 1-4 for reference.
10. The physical ability test will be given on November 12, 13, and 14, 2008. Qualified applicants will be contacted to advise them of the exact date and approximate time of their physical ability test. Be prepared to make yourself available for all test dates.

Please deliver packet no later than 3:00 p.m. on 10/31/08 to:

City of Fort Myers
Human Resources
Physical Address: 1820 Hendry Street, Ft. Myers, FL 33901
Mailing Address: P.O. Box 2217, Ft. Myers, Florida 33902-2217

Questions:

239-321-7061 Fax 239-344-5986
E-mail: hrrecruiters@cityftmyers.com



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PERSONAL INQUIRY WAIVER

I, _____ (applicant's name) respectfully request and authorize you to furnish the Fort Myers Fire Department any and all information that you may have concerning my work record, school record, military record, criminal record, and reputation. This information is to be used to assist the Fort Myers Fire Department in determining my qualifications and fitness for the position I am seeking with the Fire Department.

I hereby release you, your organization, or others, from any liability or damage, which may result from furnishing the information requested above.

TOBACCO AND SUBSTANCE ABUSE AFFIDAVIT

I further agree that I will not smoke, or use any form of tobacco products, either on or off the job, during employment in the fire service of the City of Fort Myers, Florida. I understand to do so could compromise my physical ability as a Firefighter, and create a negative impact on the Firefighters' Pension Plan. I do hereby affirm that I have not been a user of tobacco products for at least one (1) year immediately preceding my application as a Firefighter with the City of Fort Myers Fire Department. Additionally, I hereby affirm that I am not addicted to the use of intoxicating beverages, or using any substances or inhalants, illegal or "street drugs", pharmaceuticals or any other substance that may be abused in order to obtain an alteration in the Central Nervous System.

In regard to a violation of any of the above Rules, I understand that this agreement/constitutes a term and condition of employment, and that for any violation of the same, I can be terminated from the fire service, and from employment with the City of Fort Myers, Florida.

Applicant's Signature Date

AFFIDAVIT

STATE OF _____

COUNTY OF _____

Before me personally appeared _____ who says that he/she executed the above instrument of his/her own free will and accord, with full knowledge of the purpose therefore.

Sworn to and subscribed in my presence this _____ day of _____, 2008.

DL# _____ Notary Public _____

(SEAL) My Commission Expires: _____



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TABE Test

All applicants seeking employment with the Fort Myers Fire Department must provide, with their application, the results of a TABE Test which meets the following criteria:

1. The Test Name: "TABE 10 Complete Battery", Level A9 or A10 (either level is appropriate)
2. TABE Test results must be less than one year old.
3. The minimum required TABE scores in each category are as follows:
 - a. "Reading": Score of 10 or higher
 - b. "Language": Score of 10 or higher
 - c. "Total Math": Score of 10 or higher
 - d. "Total Battery": Score of 10 or higher

Applicants who do not already possess TABE test results meeting the criteria stated above are expected to schedule their own test through Lee County High Tech Central or through another accredited agency. Contact Lee County High Tech Central at: 239-334-4544 or 239-334-3897 to schedule an appointment for your test. Be sure to ask for the Fire Academy Entry Exam; "TABE 10 Complete Battery" when you contact Lee County High Tech Central. These test results meeting the criteria above must be turned in with the application before the application deadline.

Note: Testing space is limited. Do not wait until the last minute to schedule your TABE Test or you risk not being able to have your test results prior to the application deadline.



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The 2008 Florida Statutes

Chapter 633

633.34 Firefighters; qualifications for employment.--Any person applying for employment as a firefighter must:

- (1) Be a high school graduate or the equivalent, as the term may be determined by the division, and at least 18 years of age.
- (2) Neither have been convicted of a felony or of a misdemeanor directly related to the position of employment sought, nor have pled nolo contendere to any charge of a felony. If an applicant has been convicted of a felony, such applicant must be in compliance with s. 112.011(2)(b). If an applicant has been convicted of a misdemeanor directly related to the position of employment sought, such applicant shall be excluded from employment for a period of 4 years after expiration of sentence. If the sentence is suspended or adjudication is withheld in a felony charge or in a misdemeanor directly related to the position or employment sought and a period of probation is imposed, the applicant must have been released from probation.
- (3) Submit a fingerprint card to the division with a current processing fee. The fingerprint card will be forwarded to the Department of Law Enforcement and/or the Federal Bureau of Investigation.
- (4) Have a good moral character as determined by investigation under procedure established by the division.
- (5) Be in good physical condition as determined by a medical examination given by a physician, surgeon, or physician assistant licensed to practice in the state pursuant to chapter 458; an osteopathic physician, surgeon, or physician assistant licensed to practice in the state pursuant to chapter 459; or an advanced registered nurse practitioner licensed to practice in the state pursuant to chapter 464. Such examination may include, but need not be limited to, provisions of the National Fire Protection Association Standard 1582. A medical examination evidencing good physical condition shall be submitted to the division, on a form as provided by rule, before an individual is eligible for admission into a firefighter training program as defined in s. 633.35.
- (6) Be a nonuser of tobacco or tobacco products for at least 1 year immediately preceding application, as evidenced by the sworn affidavit of the applicant.

633.35 Firefighter training and certification.--

- (1) The division shall establish a firefighter training program of not less than 360 hours, administered by such agencies and institutions as it approves for the purpose of providing basic employment training for firefighters. Nothing herein shall require a public employer to pay the cost of such training.
- (2) The division shall issue a certificate of compliance to any person satisfactorily complying with the training program established in subsection (1), who has successfully passed an examination as prescribed by the division, and who possesses the qualifications for employment in s. 633.34, except s. 633.34(5). No person may be employed as a regular or permanent firefighter by an employing agency, or by a private entity under contract with the state or any political subdivision of the state, including authorities and special districts, for a period of time in excess of 1 year from the date of



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initial employment until he or she has obtained such certificate of compliance. A person who does not hold a certificate of compliance and is employed under this section may not directly engage in hazardous operations, such as interior structural firefighting and hazardous-materials-incident mitigation, requiring the knowledge and skills taught in a training program established in subsection (1). However, a person who has served as a volunteer firefighter with the state or any political subdivision of the state, including authorities and special districts, who is then employed as a regular or permanent firefighter may function, during this period, in the same capacity in which he or she acted as a volunteer firefighter, provided that he or she has completed all training required by the volunteer organization.

(3) The division may issue a certificate to any person who has received basic employment training for firefighters in another state when the division has determined that such training was at least equivalent to that required by the division for approved firefighter education and training programs in this state and when such person has satisfactorily complied with all other requirements of this section. The division may also issue a special certificate to a person who is otherwise qualified under this section and who is employed as the administrative and command head of a fire/rescue/emergency services organization, based on the acknowledgment that such person is less likely to need physical dexterity and more likely to need advanced knowledge of firefighting and supervisory skills. The certificate is valid only while the person is serving in a position as an administrative and command head of a fire/rescue/emergency services organization.

(4) A person who fails an examination given under this section may retake the examination once within 6 months after the original examination date. An applicant who does not retake the examination within such time must take the Minimum Standards Course, pursuant to subsection (1), before being reexamined. The division may establish reasonable preregistration deadlines for such reexaminations.

(5) Pursuant to s. 590.02(1)(e), the division shall establish a structural fire training program of not less than 40 hours. The division shall issue to any person satisfactorily complying with this training program and who has successfully passed an examination as prescribed by the division and who has met the requirements of s. 590.02(1)(e) a Certificate of Forestry Firefighter.

(6) A certified forestry firefighter is entitled to the same rights, privileges, and benefits provided for by law as a certified firefighter.