

City of Rock Springs  
212 D Street  
Rock Springs, WY 82901  
307-352-1500  
307-352-1516 (fax)



### Position Request Form

(Must be completed prior to posting position.)

Position Requested by: Jim Wamsley

Date: 10/16/2019

Department Director Approval: [Signature]

Date: 10/16/2019

Department: Fire

Position Requested: Firefighter

☒ Replace ☐ Add

If replacement, state previous employee name and date of termination:

Replace Firefighter opening created by the retirement of Battalion Chief Fire Inspector Rick Cozad & subsequent promotion of replacement

Position Status:

☒ Full-time ☐ Part-time ☐ Temporary ☐ Seasonal \_\_\_\_\_ months # hours/week 56

☐ Days ☐ Evenings ☐ Nights ☐ Weekends ☒ Various

Specific time of shift: (i.e. 7:00am – 3:30pm) \_\_\_\_\_

Position Qualifications

- ☐ High School Grad/GED ☐ Associates Degree  
☐ Driver's License ☐ Bachelor's Degree  
☐ Commercial Driver's License ☐ Master's Degree  
☒ Certifications See attached Job Description

Brief Description of Duties: See Attached Job Description

Position Begin Date: 11/4/2019

Budget Approval: [Signature]

Director of Administrative Services

Non-Budget Approval: \_\_\_\_\_

Director of Administrative Services

Approved: [Signature]

Mayor

Not Approved: \_\_\_\_\_

Mayor

### Advertising Request

- ☐ Post In-House Only  
☐ Rocket Miner  
☐ Green River Star  
☐ Regional/National Paper \_\_\_\_\_  
☐ State Association \_\_\_\_\_  
☐ National Association \_\_\_\_\_

## **CITY OF ROCK SPRINGS**

### **FIREFIGHTER**

#### **DEFINITION**

Under general direction, to respond to alarm and other emergency and non-emergency calls to protect life and property; to render first aid and lifesaving techniques; to drive, operate, and maintain fire equipment and apparatus; and to participate in fire prevention programs, inspections, station maintenance, and training activities.

#### **SUPERVISION EXERCISED**

Exercises technical and functional supervision over trainees.

#### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Respond to alarms and assist in the suppression of structural, residential, commercial, industrial, chemical, petroleum, vehicle, aircraft, and wildland fires; responds to emergency medical service incidents, renders medical care as appropriate; perform fire control activities and utilize strategies in the areas of entry, removing structural obstructions interfering with fire fighting operations, victim rescue, exposure tactics, ventilation, fire containment and extinguishment, and salvage work; lay and connect hoses and various fire apparatus, equipment, tools, and devices; hold nozzles and direct water streams; raise and climb ladders; ventilate burning structures; make forcible entries and evacuate occupants; perform auto extrication using auto extrication tools, power cutters, and spreaders.

Drive fire engine and pumping apparatus to alarms; operate a pumping engine engaged in boosting water pressure from street mains or draft through hose lines to nozzles; use hydraulic theory and mathematics to calculate correct pump pressure to ensure required water pressure at the nozzles.

Operate a variety of apparatus, equipment, tools, devices, and vehicles including lifting, hoisting, spreading, and pulling equipment, foam and additive proportions, fuel and oil pumps, building heating and cooling systems, cutting, boring, and sawing tools, lifeline belts, emergency lighting, lifting and air moving equipment, appliances, elevators, fire protection and escape systems, radio equipment and meters, all types of portable fire extinguishers, pike poles, hand lines, salvage covers, forcible entry tools, emergency medical equipment, and other rescue equipment; operate communications equipment including portable and fixed radios, P.A. system, intercoms, and telephones; transmit and receive alarms.

Place department vehicles in appropriate position at the scene of a fire or in other emergencies calling for ladders or special equipment; perform rescue and lifesaving work through the use of ladders and resuscitation and breathing equipment and apparatus; estimate heights and adjust equipment to ensure proper and safe operation.

## **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Conduct fire prevention inspections of dwellings, public assemblies, and commercial, industrial, and governmental buildings, and other public establishments to ensure compliance with codes and regulations pertaining to fire safety; identify common, special, structural, and panic hazards and recommend pre-fire planning; inspect and test fire protection systems; examine the storage, handling, and use of flammable and combustible liquids and other hazardous materials; make recommendations regarding correction of hazards; participate in fire education and prevention programs.

Respond to miscellaneous emergencies including victim rescues, hazardous materials incidents, flooding, and natural disasters or state of emergencies; secure scene and isolate and oversee clean up of hazardous materials; respond to non-emergency situations including false fire alarms, elderly assists, vehicle and residential lockouts, and other non-emergency situations.

Respond to and assist the public in a wide variety of emergency calls involving illness and urgent situations and emergency medical incidents; analyze patient needs and administer emergency medical services until relieved by proper medical personnel; apply techniques for the control of bleeding; lift, carry, and transport victims; utilize immobilization techniques to stabilize patient.

Conduct daily inspections of condition and readiness of equipment including medical and first aid equipment; clean, wash, and service vehicles and equipment; inspect, test, and maintain equipment and pump motors including nozzles, appliances, fittings, hydrants, fire extinguishers, hand and power tools, ropes, emergency lighting equipment, generators, rescue and first aid and related equipment; flow-test hydrants; perform repairs to internal fire pumps, primers, valves, governors, pump packings, and plumbing of fire pumps.

Assist in the investigation of fires; collect and preserve evidence; secure fire scene and control traffic.

Assist in the maintenance of the fire station and grounds; maintain inventories of apparatus, equipment, and supplies; recommend purchase of fire fighting equipment, physical fitness apparatus, and station appliances.

Perform cleaning, salvage, and overhaul work following fire; prepare apparatus and equipment for further alarms.

Participate in fire drills; attend continuing and advanced training sessions which include fire fighting techniques, emergency medical care, and the proper use of all equipment and related tools.

Assist in training employees in routines of fire suppression, equipment operation, maintenance, and other assigned training.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (Cont.)**

Perform a variety of administrative duties including maintaining proper records and documentation on all job related activities, functions, apparatus, and equipment, preparing reports, forms, recommendations, and other required administrative procedures.

Respond to complaints and requests for information from the public; engage in public information activities; conduct station tours.

Assume the duties and responsibilities of the Fire Captain upon the request or absence of the Fire Captain.

### **OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

#### **Knowledge of:**

Principles, practices, techniques, and procedures of modern fire fighting.

Purposes, uses, and operating characteristics of a variety of apparatus, equipment, tools, devices, pumps, and vehicles used in fire fighting, rescue, and medical assistance operations.

Fire hazards and related prevention and abatement methods.

Procedures, methods, and techniques of emergency medical services.

Local geography including the location of water mains, hydrants, major fire hazards of the city, and city streets.

Operational characteristics of fire suppression and prevention apparatuses, pumps, tools, and equipment.

Occupational hazards and standard safety practices necessary in the area of fire prevention and suppression and victim rescue.

#### **Knowledge of:**

Principles of mechanics, hydraulics, and mathematics related to fire fighting and engineering duties.

Fire prevention, suppression, and victim rescue tactics and strategy.

Hazardous materials, chemical chain reactions, and fire behavior.

Pertinent federal, state, and local laws, codes, and regulations.

Basic building construction and codes.

Modern office practices, methods, and computer equipment.

Principles and procedures of record keeping.

Safe driving principles and practices.

**Skill to:**

Operate a variety of fire fighting and emergency response equipment safely and effectively including communications equipment.

Operate, maintain, and service fire engines, pumps and equipment, and ladders and ladder trucks.

Use and operate a variety of tools, ropes, knots, life lines, belts, and couplers.

Perform at required levels for EMS, technical rope rescue, and hazardous materials.

Operate a motor vehicle safely.

**Ability to:**

Respond to fires and alarms and effectively perform fire suppression and rescue work.

Perform responsible and difficult fire fighting, medical aid, and emergency assistance activities quickly and effectively.

Perform field calculations of hydraulics for the proper and effective operations of equipment at emergency scenes and to provide effective stream flows from fire pumps.

**Ability to:**

Conduct fire inspections and perform code enforcement work.

Observe and record findings during inspections.

Read and interpret blueprints and site maps.

Respond quickly to changing situations under stressful emergency conditions.

Read, understand, and apply technical fire fighting, methods, materials, and concepts.

Demonstrate physical endurance, agility, strength, and stamina in the performance of hazardous tasks under emergency conditions; think and act quickly in emergencies.

Understand and follow oral and written directions promptly and accurately.

Exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

**Experience and Training Guidelines:**

*Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

**Experience:**

Three years of firefighting experience in a training capacity.

**Training:**

Equivalent to a high school diploma supplemented by successful completion of course work in fire science.

**License or Certificate:**

Possession of or obtain the following certification as outlined in Rock Springs Fire Department policies:

Hired after 9/15/2005: State of Wyoming – NPQS accredited Firefighter I; Firefighter II.

Hired prior to 9/15/2005: State of Wyoming Certified Firefighter I; Firefighter II.

Hired after 9/15/2005: State of Wyoming – NPQS accredited Apparatus Driver Operator – Pumper; Apparatus Driver Operator – Aerial.

Hired prior to 9/15/2005: State of Wyoming Fire Apparatus Operator.

Hired after 9/15/2005: State of Wyoming – NPQS accredited Hazardous Materials – Awareness; Hazardous Materials – Operations.



All firefighters will possess State of Wyoming Hazardous Material – Technician or Equivalent.

All firefighters will possess the following: American Heart Association – CPR for the Professional Rescuer; State of Wyoming Emergency Medical Technician – Basic.

Any other applicable certifications required by Rock Springs Fire Department policies.

Possession of, or ability to obtain, an appropriate, valid driver's license.

**Special Requirements:**

*Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift/drag 125-175 lbs.; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for shift work, on-call, and stand-by.

Effective Date: November 1, 2000

Revised: February 3, 2009 (Res. 09-21)