



Firefighter Recruit #01583

City of Virginia Beach – Job Description

Date of Last Revision: 02-02-2016

FLSA Status: Non-Exempt

Pay Plan: General

Grade: Y21

City of Virginia Beach Organizational Mission & Values

The City of Virginia Beach exists to enhance the economic, educational, social and physical quality of the community and provide sustainable municipal services which are valued by its citizens. The City of Virginia Beach organization is based upon a belief in the democratic process of government. This belief provides meaningful ways for citizens, reflecting the diversity of our City, to contribute to the development of public policy. This process is enhanced by organizational values which guide member performance within the Virginia Beach Quality Service System. These Values define our desired organizational culture. We value quality customer service; teamwork; leadership and learning; integrity; commitment; and inclusion and diversity.

Class Summary

Incumbent assigned to probationary firefighter's school for the purpose of meeting departmental minimum training levels and obtaining required certifications.

Representative Work Functions and Responsibilities

Attend basic firefighting training school to learn skills, practices, theories, and procedures of fire science in order to perform the job of firefighter. Topics that are studied include:

1. Fire department organization and operations so that the individual gains a knowledge of the Virginia Beach Fire Department.
2. The chemical and physical principles of fire so that they will know the behavior characteristics of fire.
3. The uses, constructions, and maintenance of portable fire extinguishers so that they will be able to use them to extinguish fires.
4. The construction, maintenance, and uses of fire hoses, nozzles, and appliances that are utilized by department personnel so that they will be able to use them successfully.
5. How fire alarm systems work and malfunction and how to reset them so that they will be able to work efficiently on incidents that involve a fire alarm sounding a warning.
6. How the department's communication system functions and the radio codes used during official transmissions so the individual will be able to clearly communicate on the radio.
7. The uses and construction of ladders and their maintenance so that the individual will be able to use them efficiently at emergency incidents.
8. A thorough familiarization with protective breathing apparatus and its uses and maintenance so that they will be able to efficiently utilize this piece of equipment.
9. An introduction into the types of small tools used in the fire service so the individual will learn when they should be used and how.
10. How to select the proper ropes and knots to be used when performing the job of firefighter so that safety is ensured.
11. How to minimize the damage caused by fire, smoke, and water to include salvage and overhaul principles in order to minimize property damage.
12. The tools, equipment, and methods to use to ventilate a building in order to remove all smoke and fire gases and introduce fresh air into the structure thus allowing work efficiency.
13. How to direct water streams and perform hose operations in order to minimize property damage caused by water.
14. Search and rescue patterns utilized to save lives.

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15. The identification and transportation of hazardous materials so that lives and materials are protected.
16. The hazards confronted in firefighting and how to avoid the dangers in order to preserve the life and safety of the individual firefighter.
17. Hazards common to electrical and natural gas so that the recruit will become familiar with them in order to save lives and minimize property damage.
18. How to detect hidden fires at incident scenes to ensure that the fire is completely extinguished.
19. How to perform fire prevention inspections in order to prevent fires.
20. The basic construction features of sprinkler systems so the individual will be able to utilize them in the extinguishment of fires.
21. The components of a water supply system and the types of natural water supplies available so that it can be used for the extinguishment of fires.
22. Different types of building construction to avoid injury, anticipate fire spread, and enable the individual to make forcible entry into the structure and extinguish the fire.
23. Basic procedures of origin and cause to assist the individual in determining how the fire started.
24. The rudiments of fire service strategy and tactics so that the individual will be able to fill in for the next higher ranking official in their chain of command.
25. Basic life support so that the individual can save lives.
26. Basic procedures for conducting extrications and rescues in order to safely remove patients.
27. Operation of emergency response vehicles to ensure their safe operation on the way to or at an incident.
28. How to properly inspect and maintain station, equipment, and apparatus in order to ensure readiness.
29. The correct operations of pumps so that the individual will be able to operate them in order to extinguish fires.

Retain all course material and demonstrate this knowledge through the use of quizzes and practical skill demonstrations so that the individual will be fully conversant in the practices and theories in the application of fire service principles and thus be able to save lives, minimize property damage, and extinguish fires.

Perform other job duties requiring skills, knowledge and physical requirements as demanded by those duties described or less. Individual assignments will be determined by the supervisor based on their current workloads and department needs.

Performance Standards

Maintain minimum grade averages of the probationary firefighters' school; exhibit satisfactory knowledge in all areas taught; pass all exams either written or skill performance; maintain adequate attendance; complete assignments and work in a timely manner; communicate verbally and in writing; maintain adequate physical condition; demonstrate ability to get along with peers, supervisors, citizens and other public safety agencies; display appropriate conduct to promote a positive image of the department; respond to orders and work effectively within a para-military organization.

Minimum Qualifications

Requires high school or GED or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

Requires a passing score on department's written examination and vision test.

Requires a passing time on the physical agility test.

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Requires a polygraph test evaluating personal employment history, criminal history, drug use, and other job related background disqualifiers.

Must be classified as fit for employment by the Occupational Health Office and able to pass the Department's annual physical assessment test.

Must refrain from using all tobacco products on and off the job.

Must have, or obtain, a current and valid Virginia or North Carolina driver's license in accordance with Virginia or North Carolina DMV driver's license eligibility requirements.

Special Requirements

All employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies.

This position may require that incumbents wear and maintain appropriate personal protective equipment such as, but not limited to, steel toed shoes, safety glasses, gloves, or other designated safety attire and equipment in designated areas of risk. Specific requirements will be determined and communicated by the employee's supervisor based on position assigned.

This is a safety sensitive position and is subject to random drug testing. Positive drug test results may result in counseling and/or discipline, up to and including, termination.

Knowledge-Skills-Abilities Required to Perform Satisfactorily

- A. Knowledge
 - 1. Knowledge of basic mechanical principles and operations.
 - 2. Knowledge of basic mathematical and algebraic calculations.
- B. Skills
 - 1. Skill in retaining information obtained through lecture and written material.
- C. Abilities
 - 1. Ability to perform strenuous and demanding physical work using coordinated movements, agility, coordination, force, strength, and manual dexterity which involves bending, kneeling, stooping, pulling, crawling, climbing, descending, lifting, raising, holding, hoisting, dragging, moving, and carrying heavy objects, firefighting or EMS tools and equipment, and victims or patients under dangerous and restricted conditions over extended periods of time.
 - 2. Ability to use grip strength and lower and upper body strength to perform fire suppression and EMS operations such as coupling hoses and operating tools and equipment, climbing ladders, dragging persons or objects, and forcing doors open.
 - 3. Ability to operate at elevated heights, walk along uneven and narrow surfaces, perform tasks while wearing self contained breathing apparatus and work for extended periods of time under adverse conditions such as in low visibility or confined spaces.
 - 4. Ability to learn through the use of varied educational media the theoretical principles of firefighting such as fire suppression, fire and EMS operations, building construction, ventilation, rescue, salvage, and overhaul and apply it quickly and accurately to the job.
 - 5. Ability to learn the psycho-motor skills related to the Emergency Medical Technician quickly and accurately through the use of varied educational media.
 - 6. Ability to learn psycho-motor skills related to firefighting quickly and accurately through the use of varied educational media.
 - 7. Ability to learn and demonstrate the theoretical knowledge and psycho-motor skills as related to Driver/Pump Operator.
 - 8. Ability to participate in physical training or activities on the job to maintain adequate physical

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- condition to perform the job.
9. Ability to visually locate objects and estimate distances, lengths, and heights accurately under adverse conditions.
 10. Ability to retain and recall information received in classroom and practical evolutions and apply information that is essential to the job.
 11. Ability to learn the theoretical principles and medical terminology related to the Emergency Medical Technician course through the use of varied educational media.
 12. Ability to follow and work within the constraints of departmental rules and regulations, orders, guidelines and professional standards demonstrating respect toward positions of authority.
 13. Ability to respect and work cooperatively with co-workers, supervisors, citizens, and public service agencies and others to achieve common goals without regard to such characteristics as gender, race, beliefs, or cultural background to include asking for and using input and assistance and doing a fair share of the work when working as a member of a team.
 14. Ability to communicate with co-workers and the public orally and in writing by writing legibly and expressing oneself clearly and accurately while utilizing good listening skills.
 15. Ability to read and understand written materials, graphical information and illustrations such as reference materials, reports, training material, etc.
 16. Ability to manage one's own emotions and impulses, exercise constraint and maintain composure while demonstrating compassion, sensitivity and empathy when dealing with the public, or other people's problems or when responding to stressful or emergency situations.
 17. Ability to maintain high standards of ethical conduct, hold others accountable to appropriate standards, and remain unbiased and fair minded in dealing with citizens and other firefighters or when approaching new situations.
 18. Ability to develop and consider alternatives for dealing with situations while consistently meeting obligations and commitments.
 19. Ability to use common sense, judgment and logic to draw conclusions and adapt easily and quickly to changing environments, work duties or job requirements.
 20. Ability to remain mentally focused and aware of surroundings, remain calm, think clearly, and function effectively while under stressful conditions.
 21. Ability to identify individual and organizational conflicts, facilitate communication, and negotiate when necessary to achieve effective resolution.
 22. Ability to maintain an enthusiastic and positive attitude toward the job while developing and maintaining an interest in work-related activities viewing setbacks as temporary and willingly taking on new tasks and responsibilities.
 23. Ability to work under supervision, accept advice and constructive criticism from peers and supervisors, and report for duty at the assigned work location on time and ready to work.
 24. Ability to accept the consequences of one's decisions and actions and take responsibility for personal decisions and actions.
 25. Ability to work as a member of a team to achieve common goals.

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