

Bonneville County Fire District #1

Job Description

FIRE LIEUTENANT/INSPECTOR

FLSA Designation: 24-hour Shift Work

Pay: \$56,000/year

Pension: PERSI

General Statement of Duties

Firefighter; Performs a variety of tasks to assist in mitigation of emergency incidents; performs related work as required. Inspector; performs fire prevention, investigation, and fire educational duties; performs a variety of technical duties related to the inspection of facilities to ensure compliance with adopted codes; performs on-site building inspections; performs related work as required. Lieutenant; Drives and operates fire vehicles and provides firefighting and other emergency response services; performs related work as required.

Classification Summary

The principal function of an employee in this class is to respond to and protect the community from disaster situations and promote an environment of public safety within the Bonneville County Fire District #1 emergency response area. This position also participates in fire prevention activities, equipment and station maintenance, and training dealing with all phases of fire suppression, prevention, rescue, and emergency operation. The work is performed under the supervision of the Fire Marshal and a Fire Captain. An employee in this classification performs the duties of other employees as assigned. The principal duties of this class are performed in a work environment in which the employee is subject to potential personal danger.

Examples of Work (Illustrative Only)

Essential Duties and Responsibilities

- Drives emergency vehicles to the location of the emergency using the fastest route and in the safest manner possible;
- Ensures a safe response to an emergency incident; knows the streets, how to read maps and the best route to gain access to the incident;
- Inspects buildings, structures, and all subject facilities for fire, hazardous material, access, and related code compliance;
- Responds to fire alarms and extinguishes fire;
- Responds to and renders assistance in emergency situations;
- Cleans and inspects equipment and apparatus after returning from a fire;
- Inspects and performs maintenance on equipment and apparatus;
- Keeps fire station, equipment, and grounds in a clean and orderly condition;
- Maintains certifications through training, instruction, and continuing education sessions;
- Acquires and retains a thorough knowledge of the response area, including streets, buildings, water supply, unusual hazards, and related items;
- Performs various public information or education tasks;
- Documents inspections, including violations and all records including inspection reports and correspondence with affected parties on compliance efforts;
- Enters inspection, training, emergency, and other response calls into the records management systems;
- Maintains inspection records, reports, and documentation;

- Responds to complaints on existing buildings for code violations;
- Performs all duties & activities in accordance with policies, procedures, & safety practices.

Other Duties and Responsibilities

- Attains expertise and provides training in specialized area such as hazardous materials, confined spaces rescue, technical rescue, equipment maintenance and related areas;
- Participates in fire prevention demonstrations, community education, smoke alarm checks, and related events;
- Performs other related duties as required.

Knowledge, Skills and Abilities

Knowledge of:

- The geography of Bonneville County Fire District #1 and the surrounding areas, (or the ability to quickly learn this information), including the streets system, hydrant locations, the layout and location of public utilities, and potentially hazardous materials or substances;
- The operation and maintenance of specialized fire fighting vehicles and equipment;
- Current firefighting tactics and strategies for all types of fire such as wild-land, commercial, residential, flammable and combustible liquids, vehicle, etc.;
- Effective communication techniques;
- Basic mathematical and science skills;
- Training methods, procedures, techniques, and objectives;
- District policies, procedures, regulations, and operational standards;
- Emergency response records systems, communications equipment and use, fire computer applications, and incident reporting procedures;
- Standard office equipment, personal computers, and job-related software.

Ability to:

- Operate specialized firefighting, rescue and extrication, and related vehicles and equipment;
- Work under stressful situations during the course of inspector duties while engaged with members of the public, including the responsibility for remaining calm and carrying out all duties in a professional manner;
- Attain and maintain required certifications and physical fitness standards;
- Respond to determinations as to the best course of action for fighting fires, rendering aid, and responding to other emergency situations;
- Work under stressful situations, day and night, which result from a fire and other emergencies, including the responsibility for remaining calm and carrying out all duties with the recognition of the threat to life and property;
- Work within a command structure requiring strict adherence to the following of orders;
- Work in a team environment under stressful situations;
- Quickly learn and use new skills and knowledge brought about by rapidly changing information and/or technology;
- Learn and correctly apply routine District policies and procedures;
- Read, comprehend, and follow oral and written instructions; and to understand and apply available guidelines to varied operational requirements;
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Demonstrate integrity, ingenuity, and inventiveness in the performance of assigned tasks;

- Operate standard office equipment and a personal computer using program applications appropriate to assigned duties;
- Communicate effectively both orally and in writing, with the public and other employees.

Education and Training

- High school diploma or GED equivalency is required.
- Current state issued driver's license is required.
- IFSAC Firefighter I certification is required.
- IFSAC Firefighter II is required within six months of hire.
- IFSAC Driver/Operator certification is required within one year of hire.
- Idaho Class B CDL driver's license with tanker and airbrake endorsements is preferred.

Residency

- This position requires full-time residency within 3 miles of the Bonneville County Fire District #1 boundary within 120 days of hire.

Essential Physical Abilities

- Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to discern verbal instructions and communicate effectively in person, by telephone, and by two-way radio, including during emergency situations which may involve a high degree of noise;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, written and/or text material, and effectively operate at a fire or related emergency scene;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate standard office equipment and specialized equipment used in fire fighting and emergency medical response situations;
- Sufficient personal mobility, agility, strength, and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties in a firefighting, emergency medical response, and emergency response environment.