

## **JOB DESCRIPTION**

# **Part-Time Paid Responder**

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**Job Description:** FIREFIGHTER  
**FSLA Classification:** PART-TIME, NON-EXEMPT

### **Organizational relationships**

- 1) Reports to: the Fire Chief, while also working closely with the Fire Marshal and Administrative Staff.
- 2) Directs: Does not supervise any employee.
- 3) Other: Works with other public safety service personnel to provide effective emergency response.

### **Major Job Duties of Paid Responders include:**

1. Provide emergency response to incidents, events, and disasters at the Emergency Medical Technician-Basic and TCFP Firefighter-Basic level.
2. Provide community services through non-emergency events and public outreach opportunities.
3. Assist in the upkeep and maintenance of department apparatus to ensure they are kept in a constant state of readiness.
4. Assist in the upkeep and maintenance of department facilities to ensure they are kept in a professional, effective, and efficient manner.

### **Other Responsibilities include:**

1. Incident run reporting.
2. Daily equipment checks and documentation.
3. Individual training, and training development, regarding apparatus and equipment utilization.
4. Demonstrates knowledge of all SFR policies and procedures.

### **Education, Work Experience, Certifications and Licenses required:**

1. High School graduation or GED
2. A valid Class B Exempt Texas Driver's License
3. Basic FF certification issued by TCFP.
4. EMT-B certification issued by Texas Dept. of State Health Services.

### **PHYSICAL AND ENVIRONMENTAL CONDITIONS:**

A Firefighter must be able to lift/carry up to 100 pounds and to pull, push, or drag over 150 pounds. A Firefighter is required to run, walk, stand, or sit for extended periods of time. Occasionally a Firefighter is required to climb, crawl, stoop, twist, balance, and otherwise extend or contort the body in the performance of duties. A Firefighter must use eyes, ears, nose, arms, hands, fingers, legs and feet to perform assigned duties and responsibilities. Physical demands of the position include handling heavy pressurized water hoses for extended periods of time; forced entry into buildings, rooms, and other enclosures; and carrying, pulling or pushing injured people to safety. Duties also include exposure to heights; wet and humid conditions; mechanical, electrical and chemical hazards; fire, fumes, odors; dust; mites; and toxic waste hazards. A Firefighter must be able to work in confined spaces. There is a possibility of severe injury or loss of life during the performance of assigned duties and responsibilities. This position requires the employee to have 20/20 vision with or without corrective lenses and must be able to perceive a forced whispered voice at greater or equal to five feet with or without a hearing aid. Firefighters perform both indoors and outdoors in extreme temperatures including heat, cold, temperature swings, and inclement weather.

### **REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND TRAINING:**

A Firefighter must have a thorough knowledge of the operation of fire, rescue, medical, and hazardous material equipment, and apparatus used by the department; a thorough knowledge of standard firefighting and prevention techniques, rescue techniques, hazardous material containment and cleanup techniques, and emergency medical aid; and a thorough knowledge of or ability to learn the streets, hydrants, static water sources, and target hazards in the service area. A Firefighter must also be able to perform with strenuous or peak physical effort during emergency situations, training or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke; to act effectively in emergency and stressful situations; to follow verbal and written instructions; and to communicate effectively, orally and in writing.

A Firefighter must have the ability to effectively communicate with citizens and all levels of employees to provide information regarding fire, rescue, medical, and hazardous material emergencies, and prevention.

BCESD9 SPICEWOOD FIRE RESCUE  
POLICY ACKNOWLEDGEMENT  
WORK CONDITIONS

EMPLOYEE/VOLUNTEER: \_\_\_\_\_

The employee is an at-will employee. No minimum or maximum hours of work are included in this job description, nor promised to the employee.

Available work hours are posted each month on the ActiveTeam application. Weekly schedules are approved by the Fire Chief.

Members will remain in-service and be available the entire work shift.

A full kitchen and break room will be provided for meal preparation.

The employee will be provided uniform shirts and caps and credentials.

Uniform trousers and boots will be provided by the employee.

All Personnel Protective Equipment will be provided to the employee as needed.

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COMPENSATION

SFR Policy - Timekeeping will be adhered to for report work time.

This position is a non-exempt, hourly position, paid at \$18.00 per hour.

The position is not eligible for Paid Time Off accrual.

The position will be provided Workers Compensation insurance.

The position is not eligible for Added Time.

I, \_\_\_\_\_, have read and received a copy of the job description.  
Date: \_\_\_\_\_