

## POSITION DESCRIPTION

### Position Identification

TITLE: Part-Time Duty Crew Firefighter  
DEPARTMENT: Fire  
STATUS: Non-Exempt

### Position Summary

Under the direction of a Company Officer or Chief Officer, a Firefighter performs firefighting, emergency medical, rescue, and related duties in protecting life and property. Firefighters participate in training, public education, equipment and facility maintenance, and community engagement activities.

This position responds to fire, rescue, medical, and other emergency incidents, participates in training and maintenance activities, and provides fire safety education and community relations to the public.

### Essential Duties and Responsibilities

- Responds to fires, medical emergencies, rescues, and other incidents requiring emergency response.
- Performs firefighting activities per NFPA standards, including but not limited to fire suppression, ventilation, containment, and extinguishment tasks.
- Operates fire apparatus and related firefighting equipment safely and effectively.
- Provides emergency medical care, including CPR, first aid, and use of EMS equipment such as defibrillators and airway adjuncts.
- Performs rescue operations, including vehicle extrication and water or confined space rescues.
- Assists with cleanup, overhaul, and securing of emergency scenes.
- Participates in fire prevention and community outreach programs.
- Conducts routine cleaning, inspection, and maintenance of apparatus, equipment, and facilities.
- Attends and actively participates in scheduled training sessions, drills, and department meetings.
- Maintains accurate records and reports.

- Follows established policies, procedures, and safety standards of the City and Fire Department.
- Performs other duties as required, assigned, or apparent.

### **Essential Knowledge, Skills, and Abilities**

- Knowledge of the principles, methods, and techniques of fire suppression, rescue, and emergency medical care.
- Ability to read and understand written materials such as operating manuals, policies, and safety instructions.
- Ability to perform mathematical computations related to fire flow, hydraulics, and EMS care.
- Ability to perform all physical duties generally expected of a firefighter, including meeting the medical and physical fitness standards of NFPA 1582 and OSHA respirator requirements.
- Ability to work effectively as part of a team under stressful conditions and follow directions from officers.
- Ability to communicate clearly and effectively both verbally and in writing.
- Ability to remain calm and professional in stressful emergencies.
- Ability to develop and maintain a positive, professional image as a City of Dayton firefighter while working cooperatively with city staff, other agencies, and the public.
- Ability and willingness to work irregular hours, including nights, weekends, and holidays, as required for emergency response.

### **Physical Demands**

Frequently required to sit, stand, walk, talk, or hear; use hands to handle tools or equipment; and reach with hands and arms. Occasionally required to climb, balance, stoop, kneel, crouch, or crawl. Must regularly lift and move up to 150 pounds while wearing full PPE and SCBA. You must wear protective clothing weighing approximately 50 pounds and perform physically demanding work while wearing positive-pressure breathing equipment. Must be able to tolerate extreme temperatures, humidity, and physically demanding work conditions.

### **Work Environment**

Work may occur indoors or outdoors, in all weather conditions, and during the day or night. Work is often performed in hazardous environments involving fire, smoke, heat, confined spaces, heights, and exposure to infectious agents. Must work safely around moving vehicles, mechanical hazards, and under stressful and emotionally charged situations.

### **Attendance**

Firefighters must be available during the day, work a minimum of 36 hours per month, attend four of the six training sessions offered within a quarter, and participate in at least two community engagement events per year (such as National Night Out, Open House, Fire Prevention Week, or Holidayton).

### **Continuing Education**

Firefighters must remain current with firefighting, rescue, and medical skills through department-provided training. Must maintain all certifications and licensures required by the department.

### **Minimum Qualifications**

- Must be at least 18 years of age.
- High School diploma or equivalent.
- Must possess State of Minnesota Firefighter I and II certifications and Hazardous Materials Operations certification.
- Must possess an Emergency Medical Technician (EMT) license issued by the Minnesota Office of Emergency Services. (OEMS).
- Must be able to meet the medical and physical fitness requirements established by NFPA 1582 and comply with OSHA respirator standards.
- Must possess a valid driver's license with Minnesota driving privileges.
- Must complete a comprehensive background investigation, psychological evaluation, and medical exam.
- Basic computer proficiency with Microsoft applications and related fire department software.

### **Desired Qualifications**

- Fire Apparatus Operator
- Inspector One
- Instructor One

Position Description Approved

By \_\_\_\_\_

City Administrator \_\_\_\_\_ Date Approved

By \_\_\_\_\_

Fire Chief \_\_\_\_\_ Date Approved