

JOB TITLE: Firefighter (Trainee)

DEPARTMENT : Fire

EXEMPT STATUS: Non-exempt

REPORTS TO: Lieutenant

SAFETY SENSITIVE: Yes

PAY GRADE: G (Trainee)

DATE APPROVED: 01/2024 

POSITION AUTHORITY: Non-supervisory

Job description statements are: intended to describe the general nature and level of work being performed by employees assigned to this job title; not an exhaustive list of all responsibilities, duties, and skills required; and subject to change, as approved by the City Manager.

Job Summary:

Employees in this class are under general supervision by an immediate supervisor, typically a Lieutenant. Work is performed in controlling and extinguishing fires, engaging in search and rescue, responding to medical emergencies and treating ill or injured individuals, responds to other emergency calls to protect life and property as directed and performs appropriate actions up to level of training.

Examples of work performed: Controls and extinguishes fires; performs forcible entry, search, rescue, and vehicle extrication; treats ill or injured persons; responds to hazardous materials incidents; performs station and equipment maintenance; responds to alarms; participates in fire prevention and training activities; operates all emergency equipment as qualifications permit; performs daily equipment checks and upkeep tasks; keeps all equipment in a state of readiness; participates in pre-fire planning, and assigned training; maintains and flows fire hydrants; teaches Cardio-pulmonary resuscitation (CPR) and Automatic external defibrillation (AED) procedures to non-fire department personnel; may make public presentations or conduct station tours on occasion; participate in the (Cookeville Community Response) CCR program; uses computer to enter data and generate reports; performs related duties as required.

Required Knowledge and Abilities:

- Ability to react quickly and calmly in emergency situations and to determine proper courses of action
- Ability to pass an annual physical agility test and medical surveillance
- Ability to complete general recruit training as approved by the Tennessee Commission on Firefighting Personnel Standards and Education
- Ability to learn to operate a variety of fire-fighting, hazardous materials, and emergency medical equipment
- Ability to earn certification as CPR/AED instructor
- Ability to communicate effectively orally and in writing
- Ability to establish and maintain an effective working relationship with the public and co-workers

Minimum Qualifications/Certifications

- High school diploma or equivalent
- Valid Tennessee driver's license
- Must be a Tennessee resident within four months of hire date and at least eighteen years of age.
- Must be able to pass a criminal background check pre-employment physical and drug screen

Must be Tennessee Fire Commission, Pro Board, and/or IFSAC Accredited Certifications

Post Hire:

- Must complete a sixty-four hour, two week internal training.
- Must attain a Tennessee Commission on Firefighting HMA/HMO and Firefighter I while enrolled in the general recruit training program.
- Must obtain Certification as a CPR/AED instructor within twelve months of hire date.
- Must attain the position of Reserve Driver/Engineer within twenty-four months of hire date.
- Must obtain certification as a Tennessee AEMT within thirty-six months of hire date.

Upon attaining the Firefighter I certification, or reciprocity is awarded, and upon completion of the sixty-four hour two-week internal training program, the member is reclassified as a Firefighter (Grade G).

Essential Functions:

Physical strength and ability to perform very heavy labor and strenuous work for extended periods of time under extremely dangerous and uncomfortable conditions, while wearing bulky protective gear, including self-contained breathing apparatus, weighing in excess of sixty pounds. Must be able to lift up to 100 pounds frequently. Pulls and drags hose. Forces entry, performs ventilation, climbs ladders, works from aerial equipment, performs rescue, endures heat, cold, smoke, and hazardous materials. Must be able to pass an annual physical agility and medical surveillance test. Must be able to work a twenty-four hour shift. Requires fast response or reaction time. Requires good hand-eye coordination to operate equipment.

The City of Cookeville is an Equal Opportunity Employer