

City of Grass Valley  
JOB DESCRIPTION



## SEASONAL FIREFIGHTER

Department: Fire Department

FSLA Status: Non-Exempt

Reports To: Engineer, Captain

Full-Time Seasonal Position

Adopted: April 26, 2022

Revised: April 8, 2022

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### SUMMARY OF JOB PURPOSE

As a member of a fire company, the seasonal firefighter responds to and takes action on fires, medical emergencies, rescues, hazardous material releases and other emergencies. The seasonal firefighter may assist with fire prevention inspections, building and apparatus maintenance, conducting fire prevention education programs and participates in training activities.

### SUPERVISION RECEIVED AND EXERCISED

Immediate supervision is provided by an Engineer or Fire Captain and under the provisions of a Joint Operations Agreement or Emergency Medical Services agreement may be supervised by supervisors from other signatory agencies.

### ESSENTIAL FUNCTIONS (includes, but not limited to listed tasks)

- Respond to emergency incidents and function as part of a team in the suppression of fire, providing emergency medical services and other types of emergencies.
- Communicates medical information to ambulance staff; administers emergency medical care to the sick and injured; documents emergency care rendered; all in compliance with applicable local, state, and federal laws and regulations.
- Operates a variety tools and equipment.
- Assists with daily, weekly and monthly engine inspections.
- Perform routine cleaning and minor maintenance on fire apparatus, firefighting equipment and fire stations. Maintain maintenance and inspection records.
- Participate in arduous physical conditioning programs.
- Assists with washing fire hose, maintaining hydrants, and participates in public education and company inspections.

### Knowledge of:

- City and Fire Department Policies and procedures.
- Firefighting principles and practices.

**City of Grass Valley  
JOB DESCRIPTION**



**SEASONAL FIREFIGHTER**

- Basic building construction.
- Function and use of firefighting tools and equipment.
- Provision of emergency medical services at the Emergency Medical Technician expanded scope level as determined by Sierra Sacramento Valley EMS and the City of Grass Valley.
- Basic all-risk Incident Command System.
- English usage, spelling, grammar and punctuation.
- Personal safety, fitness and readiness.
- Basic computer use.

**Ability to:**

- Perform physically demanding work for extended periods of under all types of weather conditions in dangerous and stressful conditions.
- Function effectively in high stress conditions.
- Establish and maintain effective relationships with employees, coworkers, supervisors, victims and the general public.
- Understand and carry out all written and oral directions.
- Think clearly and act decisively.
- Communicate clearly and effectively in oral and written form.
- Accept constructive criticism.
- Maintain oneself in a state of physical and mental readiness.

City of Grass Valley  
JOB DESCRIPTION



## SEASONAL FIREFIGHTER

- Return to work for department directed trainings or meetings.
- Return to work on short notice for emergency incidents or circumstances.

### **QUALIFICATIONS**

To perform this job successfully, a person must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill and/or ability required. Qualifications must be met at close of test application period.

**Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

### **EDUCATION AND EXPERIENCE**

- Minimum age of 18 years;
- High school diploma or General Education Degree.
- California State Fire Marshal Firefighter I certificate obtained through an Accredited California State Fire Marshal Firefighter I Academy or Letter on Academy/College letterhead signed by a Academy Director verifying completion of the Fire Academy and meeting the training requirement for CSFM Firefighter I by time of appointment.
- Firefighting experience desirable

### **CERTIFICATES, LICENSES, REGISTRATIONS**

- California State Fire Marshal Firefighter I certificate obtained through an Accredited California State
- Fire Marshal Firefighter I Academy or Letter on Academy/College letterhead signed by a Academy Director verifying completion of the Fire Academy and meeting the training requirement for CSFM Firefighter I by time of appointment.
- Current and valid Emergency Medical Technician or Emergency Medical Technician Paramedic certification in California or National Registry with ability to meet current Sierra Sacramento Valley EMS requirements.
- Ability to meet expanded scope EMT skills as defined by Sierra Sacramento Valley EMS, the City of Grass Valley and current MOU. Expanded scope EMT certification is a condition of employment as a firefighter.
- Current CPR certification. CPR certification is a condition of employment
- Valid California Drivers License.

**City of Grass Valley  
JOB DESCRIPTION**



**SEASONAL FIREFIGHTER**

- Current and valid Candidate Physical Ability Test (CPAT).

**LANGUAGE SKILLS**

Ability to read, write and communicate in English at a level required for successful job performance.

**MATHEMATICAL SKILLS**

Ability to use and understand basic mathematical concepts such as: adding, subtracting, multiplying, dividing, simple fractions and percentages.

**REASONING ABILITY**

- Ability to apply common sense understanding to carry out instructions furnished in written, orally or in diagram form; analyze and resolve problems involving circumstances and or events using standardized methods or procedures.

**PHYSICAL DEMANDS**

Person must pass a medical examination to verify the ability to physically perform all required duties.

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- The employee must be free from any physical, emotional, or mental condition which might adversely affect the ability to perform essential job duties.
- The employee must have the ability to perform those physical activities required for the execution of essential functions including, but not limited to, regular sitting, walking, standing, performing repetitive motions with hands and wrists such as regular keyboarding. The employee must have the ability to perform normal communications, including in person, two-way radio or on the telephone. The employee must also be able to crouch, kneel, stoop, twist, climb, balance, reach, grasp, push, pull, carry and lift 100 pounds of weight. The employee must be able to work in confined spaces for extended periods of time in all climates and weather.

**City of Grass Valley  
JOB DESCRIPTION**



**SEASONAL FIREFIGHTER**

**WORKING ENVIRONMENT**

- May require exposure to physical hazards such as fumes, chemical and bodily fluids.
- May require working in adverse environmental conditions such as inclement weather, extreme temperature, dust, noise, dim lighting, confined spaces and other conditions that may arise while performing essential functions.
- May Require the ability to wear an air supply / purifying respirator.
- May be required to work for extended periods without days off.

**BACKGROUND**

Ability to pass a comprehensive background investigation, pre-placement medical screening, including a drug screen.

**GENERAL**

The City reserves the right to revise or change classification duties and responsibilities as the need arises. This description does not constitute a written or implied contract of employment.

*This job description indicates in general the nature and levels of work, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required. The City of Grass Valley is an EQUAL OPPORTUNITY EMPLOYER.*