

City of Burlington

Job Description



Position Title: Firefighter – Entry Level

Department: Fire

Reports to: Lieutenant or Captain

Pay Grade: Initial \$58,514 - \$64,365 (Dependent on EMT certification level)

Job Code: 5004/5003

Exempt/Non-Exempt: Non-Exempt

Union: BFA Local 3044

Remote Work Rating Tier: NA

General Purpose:

An individual in this role is responsible for performing fire suppression, emergency medical care, hazardous materials mitigation, technical-rescue incident mitigation, training, and fire prevention activities. Additionally, firefighters in this position are expected to demonstrate competency in essential skills following a multi-week fire academy. Regular attendance is necessary and is essential to meeting the expectations of the job functions.

Essential Job Functions:

1. Due to the limited number of personnel, there is the expectation that a person in this role can perform essential individual and team-based firefighting skills. As a result, a person in this position must demonstrate competency in all listed BFD Probationary Firefighter Skills within 12 months.
2. Within 6 months, perform as a primary care attendant on medical calls, consistent with how taught by the Burlington Fire Department and in accordance with VT EMS protocols specific to the level of licensure. This includes providing verbal and written patient care reports and collaborating with co-workers to provide appropriate patient care during emergency incidents.
3. During the first 90 days, a person in this position is expected to quickly learn department and city policies and procedures, which will be evidenced by meeting performance and conduct expectations with minimal intervention.
4. By the end of the 12-month probationary period, demonstrate the proper use and maintenance of fire department tools and equipment.
5. During the first 12 months, learn to drive and operate fire department apparatus, completing tasks as taught in the BFD Fire Academy, with minimal assistance required. This includes maintaining a knowledge of the city layout and streets and is demonstrated by driving apparatus to and from incidents with minimal direction from other crew members.
6. Proactively deal with problems at an emergency incident and in and around the fire stations, working with team members to implement immediate solutions. This includes many times when there are limited resources and a need to make instant decisions with incomplete information.
7. One of our greatest challenges is completing physically demanding tasks with limited resources and often when sleep-deprived and/or physically exhausted. The pace can be intense, and the expectation is that work will be completed with professionalism.
8. By the end of 24 months, a person in this role is required to obtain AEMT licensure.

Non-Essential Job Functions:

- Performs other duties as required.

Qualifications/Basic Job Requirements:

- High school diploma or equivalent
- Valid driver's license
- EMT Certification (NREMT, VT EMT, or equivalent)
- Valid CPAT certification obtained no more than 12 months prior to time of application. Due by May 6th, 2024.

Physical & Mental/Reasoning Requirements; Work Environment:

These are the physical and mental/reasoning requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental/reasoning requirements will not automatically disqualify a candidate or employee from the position.

X	Seeing	X	Color perception (red, green, amber)
X	Hearing/listening	X	Clear speech
X	Touching	X	Dexterity (hand & finger)
X	Reading – basic	X	Reading complex
X	Math skills – basic	X	Math skills – complex
X	Writing – basic	X	Writing – complex
X	Analysis/comprehension	X	Judgement/decision-making
X	Clerical	X	Inside
X	Outside	X	Works alone
X	Works with others	X	Face-to-face contact
X	Verbal contact w/ others	X	Ability to move distances within offices
X	Lifting – 150 pounds	X	Carrying – 150 pounds
X	Climbing	X	Driving
X	Ability to mount/dismount forklift	X	Pushing/pulling
X	Shift work	X	Moving objects
X	Pressurized equipment	X	Extreme heat
X	Extreme cold	X	High places/work at heights
X	Noise	X	Fumes/odors
X	Dirt/dust	X	Hazardous materials
X	Electrical equipment	X	Mechanical equipment

Supervision:

Directly Supervises: 0

Indirectly Supervises: 0

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by employees to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all personnel so classified.

Revision Dates: January 2024