

**City of Sebastopol**  
**Job Description**

**Job Title:** Fire Engineer  
**Division:**  
**Department:** Fire  
**Location:** Fire Department  
**Shift:** As Assigned  
**Reports To:** Fire Chief  
**Prepared By:** Fire Chief  
**Approved By:** City Council  
**Approved Date:** 12/17/2019  
**FLSA Status:** Non-Exempt

**SUMMARY**

Under the general direction of the Fire Chief, this position participates in fire suppression, prevention, rescue, inspection, and public education activities in protecting life, property, and the environment; drives and operates all fire apparatus and equipment; responds to all emergency calls for service; and to provide emergency medical care to the sick and injured.

**DISTINGUISHING CHARACTERISTICS**

The Fire Engineer classification is distinguished from the Fire Chief classification in that the Fire Engineer does not directly supervise subordinate personnel. Incumbents are expected to be proficient in the performance of the full range of equipment operation, fire suppression, safety and prevention duties.

**SUPERVISION RECEIVED AND EXERCISED**

Immediate supervision is provided by the Fire Chief. Incumbents may exercise indirect supervision over volunteer firefighter personnel.

**EXAMPLES OF ESSENTIAL DUTIES AND RESPONSIBILITIES:**

*Essential and other important responsibilities and duties may include, but are not limited to, the following:*

- Respond to all emergency calls for service
- Perform firefighting, rescue, hazardous materials management, inspection, and emergency medical tasks as necessary
- Drive and operate all fire apparatus and equipment
- Operate a variety of tools and equipment related to fire suppression, rescue, hazardous materials management, and medical emergencies
- Inspect and perform routine maintenance on rescue equipment, fire apparatus, hydrants, hoses, and other support equipment
- Receive, process and respond to reports and inquiries from the public
- Perform daily, weekly, and monthly equipment checks and maintain related records
- Participate in continuous training in fire suppression, prevention, and inspection through on-the-job training
- Assist in the inspection of commercial, residential, and other occupancies for fire hazards and compliance with building and fire prevention codes and ordinances
- Conduct public education presentations at local schools
- Clean and maintain station quarters and apparatus bays
- Update and maintain department maps and equipment records
- Attend, participate, and teach in scheduled training sessions
- Assist the Fire Chief in fire investigations and report writing
- Perform weed abatement inspections and notifications

- Assist in the annual inspection of fireworks booths for fire and life safety codes
- Assist during blood drives, station tours and events
- Operate communication equipment
- Assist in the implementation of department programs and policies to accomplish established goals and objectives
- Perform other duties as assigned

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge of: The proper operating and mechanical principles of fire apparatus and equipment; operation of firefighting equipment; the physical layout of the City, including street location, water distribution system and major traffic and fire hazards; rules, regulations and operational procedures of the Fire Department; firefighting methods and techniques; basic life support medical procedures; and hazardous material first responder operational level methods and techniques.

Ability to: Drive and operate effectively and safely the full range of fire apparatus and equipment used by the Fire Department; remain calm, think clearly, make sound decisions and act quickly in emergency situations; work effectively as a member of a team; understand and follow oral and written directions promptly and accurately; communicate orally effectively to individuals or in a group setting; demonstrate a high degree of mechanical aptitude; learn through structured lectures in a classroom setting and through oral instruction in an on-the-job setting; comprehend and make inferences from written material; operate and enter data into a computer terminal, personal computer or keyboard device; produce written documents using proper grammar and punctuation; deal courteously and effectively with the public; establish and maintain cooperative relationships with all those contacted in the course of work; and instruct in a classroom setting.

## **EXPERIENCE and EDUCATION**

Any combination equivalent to experience and education that could likely provide the required abilities would be qualifying. A typical way to obtain the abilities would be: **Experience** – Three (3) years' experience with a fire department performing firefighter duties and operating fire apparatus and equipment responding to calls for all risks, including structure fires, wildland fires, medical aid, and urban search and rescue. **Education** - Equivalent to completion of the twelfth grade and completion of the California State Fire Marshal approved Driver/Operator 1A and 1B courses.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

This classification requires the use of a City vehicle while conducting City business. In order to drive, individuals must be physically capable of operating the vehicles safely and must possess and maintain throughout employment, a valid California Class C with a Firefighter Endorsement or higher-level (Class B or Class A) motor vehicle operator's license.

Current Emergency Medical Technician – 1 (EMT-1) certification and current Cardio-Pulmonary Resuscitation (CPR) certification are required and must be maintained throughout employment.

## **PHYSICAL DEMANDS and WORKING CONDITIONS**

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

Must be willing and able to work such hours as are necessary to accomplish the job requirements, including weekends and holidays and may be required to work overtime with little or no notice. Due to the varied and unpredictable nature of the work, incumbents may also be required to work under the following conditions:

A Fire Engineer is required to wear protective gear, carry appropriate tools, and wear a self-contained breathing apparatus, weighing a combined total of 100 pounds, while performing many of the emergency-related duties. Incumbents are exposed to a variety of weather conditions and are required to tolerate very hot and very cold temperatures. While performing emergency aid, a Fire Engineer may lift and carry victims and move equipment requiring the use of stomach and back muscles. Incumbents are required to have the ability to hear a variety of warning devices and alarms, gas leaks, or calls for help. Some rescue duties require the operation of mechanical rescue equipment and the monitoring of proper safety techniques in the use of such equipment. The tools used by a Fire Engineer require precise arm-hand positioning and movements. The operation of firefighting equipment often requires the coordinated movement of more than one limb simultaneously. Emergency situations may require incumbents to work in small, cramped crawl spaces, areas where vision is limited, and/or at heights including roof tops or on ladders. A Fire Engineer must be able to distinguish among colors including the color of smoke and flame in order to determine type or source of the fire, or to identify other potentially dangerous situations.

Incumbents may be assigned to the Hazardous Materials Response Team and will be required to wear a totally encapsulated suit for up to one hour; collect samples and secure leaks of unknown substances; work with heavy tools; perform chemical tests to identify unknown substances.

## **WORKING CONDITIONS**

While performing the duties of this job the incumbent occasionally works outdoors. This may include occasional exposure to wet, humid, hot, and inclement weather conditions. The incumbent may work near moving mechanical parts, under hazardous, life-threatening conditions, such as, but not limited to, heights, confined spaces, temperature extremes, crowds, loud noises, limited visibility, in the presence of hazardous materials, in the presence of victims of death and/or dismemberment. The incumbent must work effectively as a team member and/or leader of a fire company, communicate professionally with peers and superiors, one-on-one and in groups.

**Classification:** Unrepresented, Non-Exempt