



11. Assures that all station equipment is returned to proper place after a fire has been extinguished and that all equipment is in good working order at all times.
12. Assures that personnel meet required dress, conduct, and discipline standards.
13. Schedules personnel to equalize workload.
14. Evaluates employee performance.
15. Handles minor grievances.
16. Performs special duties within the department relating to training, public relations, or other related duties.
17. Coordinates activities with other shifts.
18. Participates in fire and emergency medical training as directed by the fire department, State of Florida, and Pinellas County EMS.
19. Responds to fire alarms with Engine Company.
20. Performs other duties as assigned.

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.)

### **MINIMUM QUALIFICATIONS:**

#### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Considerable knowledge of the operation and maintenance of the various types of apparatus and equipment used in firefighting activities and emergency medical services.
- Considerable knowledge of modern firefighting and fire prevention techniques.
- Considerable knowledge of emergency medical techniques and methods.
- Considerable knowledge of departmental rules and regulations.
- Ability to apply sound supervisory principles and practices in the training of Firefighters.
- Ability to analyze situations quickly and accurately and to determine the proper course of action to be taken.
- Ability to lead personnel effectively.
- Ability to maintain discipline and to cooperate with other officers and employees.
- Ability to maintain accurate records and to prepare accurate reports.
- Ability to establish maintenance schedules for vehicles and equipment and to equalize fire suppression requirements while vehicles and equipment are being repaired.
- Physical ability to perform rescue and firefighting duties.
- Coordination and physical strength sufficient to pass a physical abilities test.
- Ability to express ideas clearly and concisely, orally, and in writing.

#### **EDUCATION AND EXPERIENCE:**

Must meet all educational requirements of the State of Florida; Bureau of Fire Standards and Training; HRS Emergency Medical Services; and Pinellas County EMS. Five years experience as Firefighter/Paramedic.

Associates Degree in related field is preferred.

May not use any form of tobacco products.

**LICENSES, CERTIFICATIONS OR REGISTRATIONS:**

Valid Florida Driver's License.  
Florida Paramedic  
Florida Firefighter II Certification  
State of Florida Fire Officer 1  
Fire Inspector within 1 year.

**ESSENTIAL PHYSICAL SKILLS:**

- Acceptable eyesight (with or without corrections)
- Acceptable hearing (with or without aid)
- Ability to communicate both orally and in writing.
- Ability to access, input and retrieve information from a computer.
- Ability to lift more than 60 lbs. on a frequent basis.
- Ability, coordination and physical strength sufficient to pass a physical abilities test.

**ENVIRONMENTAL CONDITIONS:**

- Works both indoors and outside and will be exposed to outside weather elements.

(Reasonable accommodation will be made for otherwise qualified individuals with a disability.)