

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Fire Chief
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JOB SUMMARY

The Fire Chief is an appointed position which reports to and serves at the pleasure of the North Summit Fire District Administrative Control Board (NSFDACB). The Fire Chief manages all facets of the Fire District. The primary function of this position is to provide for the sole command over all officers, members and employees of the Fire District as well as provide measures seen necessary to the prevention and extinguishing of fires, the protection of life and property, the preservation of order and observance of Federal and State laws, ordinances of the County and rules and regulations of the Fire District. The Fire Chief is also responsible for emergency preparedness, hazard mitigation, response, and recovery, planning and budgeting.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by a Firefighter and/or Engineer to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

The Fire Chief must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in general office and all weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat and sub-zero temperatures.

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The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- Assumes full management responsibility for all Fire District services and activities including fire prevention, suppression, investigation, inspection, , public education, and emergency management.
- Works closely with Summit County general emergency management teams, Emergency Medical Services, and other Fire Districts within Summit County.
- Manages the development and implementation of Fire District goals, objectives, policies, and priorities for each assigned service area; establishes appropriate service and staffing levels; allocates resources accordingly.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement; directs the implementation of changes.
- Represents the Fire District to elected officials and outside agencies; explains and interprets Fire District programs, policies, and activities; negotiates and resolve sensitive, significant, and controversial issues.
- Selects, trains, motivates, and evaluates Fire District personnel; provides or coordinates staff training; works with employees to correct deficiencies, and issues discipline where necessary.
- Plans, directs, and coordinates, through the Deputy Chief and Fire Captains, the Fire District's strategic goals; meets with management staff to identify and resolve problems; assigns projects and programmatic areas of responsibility; reviews and evaluates work methods and procedures.
- Manages and participates in the development and administration of the annual Fire District budget to be recommended by the NSFDACB to the Governing Body for adoption; reports the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of and approves expenditures; directs the preparation of and implements budgetary adjustments, as necessary and as approved by the NSFDACB.
- Coordinates Fire District activities with those of other Districts and outside agencies and organizations; prepares and presents staff reports and other necessary correspondence.

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NSFD Operational Policies and Procedures	Position Descriptions	Fire Chief
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- Ensures proper maintenance and availability of equipment, apparatus, buildings, and other facilities.
- Responds to major fire alarms and personally directs fire suppression activities, as necessary.
- Supervises fire incident investigations.
- Directs and participates in the research of alternative approaches to fire suppression, hazardous material handling, fire and life safety code, and emergency programs.
- Participates on a variety of boards and commissions; attends and participates in professional group meetings and conferences; stays abreast of new trends and innovations in the field of fire science.

MINIMUM QUALIFICATIONS

- Bachelor's degree from an accredited university in Fire Science Management, Paramedicine, Business or Public Administration.
- Must be (21) twenty-one years of age or older.
- Must have American Heart Association Basic Life Support (BLS) for Healthcare Providers.
- Must have Utah Firefighter II certification from Utah Fire Rescue Academy.
- Must have Utah Hazmat Operations certification from Utah Fire Rescue Academy.
- Must have Fire Officer I from Utah Fire Rescue Academy.
- Must have NWCG Firefighter II or higher certification.
- Must have NREMT Emergency Medical Responder or higher certification.
- Must have Utah Apparatus Driver Operator – Pumper certification.
- Must have Utah Apparatus Driver Operator – Aerial certification.
- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.
- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, basic and advanced life support, and fire prevention techniques.
- Must be able to perform strenuously or to peak physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.
- Must be able to read and write the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must possess or be able to obtain by time of employment a valid Driver's License.
- Must have a stable driving history without record of suspension or revocation in any State.
- No felony convictions or disqualifying criminal history within the past seven years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.

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NSFD Operational Policies and Procedures	Position Descriptions	Fire Chief
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- This position does not qualify for tele-commuting.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Deputy Fire Chief
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JOB SUMMARY

A Deputy Fire Chief works under the direction of the Fire Chief; performs administrative, supervisory, and professional assistance in planning, coordination and directing the activities of the Fire District including fire suppression, fire prevention, code enforcement, emergency medical services; coordinates assigned activities with other Districts, and outside agencies; provides highly responsible administrative and operations support to the Fire Chief.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

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.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

Deputy Chiefs must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in a general office and all-weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat, and sub-zero temperatures.

The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Deputy Fire Chief
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ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- Supervises and coordinates the activities of the Fire Captains and subordinates in the delivery of fire suppression, rescue, hazardous materials, and emergency medical services (EMS) operations; the planning and implementation of Training Division Operations; and provides some supervision to the Fire Marshall.
- May be assigned to oversee and administer either the Fire Suppression Division or the Fire Prevention Division.
- Assists in the establishment of policies and procedures, standard operating guidelines for the District.
- Assists the Fire Chief in the formulation, issuance, and enforcement of District rules, policies, procedures, and guidelines in accordance with applicable County policies for all District members; handles grievances, maintains District discipline and the general conduct of assigned personnel.
- Aids in the development and administration of the Fire District budget; the expenditure of District appropriations; and the evaluation and recommendation for the purchase of new equipment and supplies.
- Provides information on Fire District activities, meets with elected and appointed officials, other agencies, community and business representatives, and the public on Fire District activities.
- Coordinates activities with other fire agencies including local, county, state, and federal agencies as appropriate; Develops community outreach and education plans for authorized personnel.
- Attends conferences, schools, and meetings to keep abreast of current trends in the field; represents the District in a variety of local, county, state and other meetings, and reports back to the Chief.
- Performs the duties of the Fire Chief in his/her absence; and may direct activities at the scenes of major incidents.
- Performs other duties as assigned.
- Assists in supervisory and administrative activities as assigned.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalent.
- Must be (21) twenty-one years of age or older.
- Must have 3 years as a NSFD Fire Captain and must meet all requirements of a Fire Captain. Experience from outside agencies will be considered on a case-by-case basis.
- Must have American Heart Association Basic Life Support (BLS) for Healthcare Providers.
- Must have IS-100, IS-200, IS-700, and IS-800.
- Must have Utah Firefighter II certification from Utah Fire Rescue Academy.

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NSFD Operational Policies and Procedures	Position Descriptions	Deputy Fire Chief
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- Must have Utah Hazmat Operations certification from Utah Fire Rescue Academy.
- Must have NWCG Firefighter II or higher certification.
- Must have NREMT Emergency Medical Responder or higher certification.
- Must have Utah Apparatus Driver Operator – Pumper certification.
- Must have Utah Apparatus Driver Operator – Aerial certification.
- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.
- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, basic and advanced life support, and fire prevention techniques.
- Must be able to perform strenuously or to peak physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.
- Must be able to read and write the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must possess or be able to obtain by time of employment a valid Driver's License.
- Must have a stable driving history without record of suspension or revocation in any State.
- No felony convictions or disqualifying criminal history within the past seven years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.
- This position does not qualify for tele-commuting.

HIGHLY DESIRED QUALIFICATIONS

- Utah Fire Officer I certification from Utah Fire Rescue Academy.
- ICS-300 from FEMA.
- ICS-400 from FEMA.
- Associates Degree or Higher in Fire Science or a related field.
- NWCG Engine Boss certification.
- Utah Commission of Fire Officer Designation – Supervising Fire Officer certification.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North Summit Fire District

Job Description	Position:	Fire Chief/ Fire Marshal \$70,000 - \$80,000 salary
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JOB SUMMARY

The Fire Chief is appointed by the Summit County Council and reports to and serves under the direction of the North Summit Fire District Administrative Control Board (NSFDACB). The Fire Chief manages all facets of the Fire District. The primary function of this position is to provide for the sole command over all officers, members and employees of the Fire District as well as provide measures seen necessary to the prevention and extinguishing of fires, the protection of life and property, the preservation of order and observance of Federal and State laws, ordinances of the County and rules and regulations of the Fire District. The Fire Chief is also responsible for emergency preparedness, hazard mitigation, response, and recovery, planning and budgeting, Performs professional and technical work in the field of fire prevention.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by a Firefighter and/or Engineer to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

The Fire Chief must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in general office and all weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat and sub-zero temperatures.

North Summit Fire District

Job Description	Position:	Fire Chief/ Fire Marshal \$70,000 - \$80,000 salary
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The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- Assumes full management responsibility for all Fire District services and activities including fire prevention, enforces the provisions of the Fire Prevention code and the laws and regulations of the assigned jurisdiction, suppression, investigation, inspection, , public education, and emergency management.
- Works closely with Summit County general emergency management teams, Emergency Medical Services, and other Fire Districts within Summit County.
- Manages the development and implementation of Fire District goals, objectives, policies, and priorities for each assigned service area; establishes appropriate service and staffing levels; allocates resources accordingly.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement; directs the implementation of changes.
- Represents the Fire District to elected and appointed officials and outside agencies; explains and interprets Fire District programs, policies, and activities; negotiates and resolve sensitive, significant, and controversial issues.
- Selects, trains, motivates, and evaluates Fire District personnel; provides or coordinates staff training; works with employees to correct deficiencies, and issues discipline where necessary.
- Plans, directs, and coordinates, through the Deputy Chief and Fire Captains, the Fire District's strategic goals; meets with management staff to identify and resolve problems; assigns projects and programmatic areas of responsibility; reviews and evaluates work methods and procedures.
- Manages and participates in the development and administration of the annual Fire District budget to be recommended by the NSFDACB to the Governing Body for adoption; reports the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of and approves expenditures;
- Directs the preparation of and implements budgetary adjustments, as necessary and as approved by the NSFDACB.
- Coordinates Fire District activities with those of other Districts and outside agencies and organizations; prepares and presents staff reports and other necessary correspondence.

North Summit Fire District

Job Description	Position:	Fire Chief/ Fire Marshal \$70,000 - \$80,000 salary
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- Ensures proper maintenance and availability of equipment, apparatus, buildings, and other facilities.
- Responds to major fire alarms and personally directs fire suppression activities, as necessary.
- Supervises fire incident investigations.
- Directs and participates in the research of alternative approaches to fire suppression, hazardous material handling, fire and life safety code, and emergency programs.
- Participates on a variety of boards and commissions; attends and participates in professional group meetings and conferences; stays abreast of new trends and innovations in the field of fire science.
- Resolves compliance problems within scope of knowledge and authority.
- Inspects existing structures, new construction, and remodel sites for compliance with fire codes, and issues citations or other orders where violations are found.
- Reviews building and fire sprinkler plans to assure fire code requirements are met.
- Participates in the inspection of hydrants, sprinkling systems, and elements of a fire prevention or protection system.
- Investigates complaints received by the Fire Prevention Division; establishes and maintains comprehensive records of all business transacted such as complaints, inspections, investigations, notices served and permits written.
- Investigates origin and circumstances of fires which involve loss of life, injury to any person or persons or damage or destruction of property. Takes charge of evidence of the origin of the fire.
- Provides public education in fire prevention, including giving talks, demonstrations, and presentations to community groups, schools and other organizations or institutions.

MINIMUM QUALIFICATIONS

- Bachelor's degree from an accredited university in Fire Science Management, Business or Public Administration. Experience in lieu of education is acceptable.
- Must have at least ten (10) years' experience as a full time firefighter
- Must have at least three (3) years' supervision experience in a full time firefighter setting. (preference given for experience as Fire Captain/Fire Battalion Chief)
- Must have American Heart Association Basic Life Support (BLS) for Healthcare Providers.
- Must have Utah Firefighter II certification from Utah Fire Rescue Academy.*
- Must have Utah Hazmat Operations certification from Utah Fire Rescue Academy.*
- Must have Fire Officer I from Utah Fire Rescue Academy.*
- Must have NWCG Firefighter II or higher certification.*
- Must have NREMT Emergency Medical Responder or higher certification.*

North Summit Fire District

Job Description	Position:	Fire Chief/ Fire Marshal \$70,000 - \$80,000 salary
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- Must have Utah Apparatus Driver Operator – Pumper certification.*
- Must have Utah Apparatus Driver Operator – Aerial certification.*
- ** Equivalent certifications are acceptable with reciprocity agreement to be completed within 90 days of employment*
- Must live within 45 minute driving distance of Coalville Station 21
- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.
- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, basic and advanced life support, and fire prevention techniques.
- Must be able to perform strenuously or to peak physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.
- Must be able to read, write and speak the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must have a stable driving history without a record of suspension or revocation in any State.
- Must possess or be able to obtain, within 90 days of employment, a valid Utah Driver's License.
- No felony convictions or disqualifying criminal history within the past seven (7) years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.
- This position does not qualify for telecommuting.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Fire Captain
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JOB SUMMARY

Under the direction of the Fire Chief or Deputy Chief of the NSFD, and in compliance with Utah Law and Fire District Policies and Procedures, this FLSA non-exempt position is responsible for the supervision of assigned fire companies. This is a working level supervisory position requiring the effective use of independent judgement, teamwork principles and leadership capabilities in the completion of assigned activities and operational tasks.

During emergency operations, this position will be responsible for incident command and/or the issuance of orders pertaining to fire suppression and property conservation until relieved.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

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.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

Fire Captains must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in outside weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat and sub-zero temperatures.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Fire Captain
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The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- Responds to alarms as incident commander and ensures that pertinent priorities, strategies, and tactics are performed in an effective, efficient manner by assigned companies.
- Supervises all Firefighter I, II, Engineer I, II and Apprentice Firefighter positions under the direction of the Chief and Deputy Chief.
- Performs and supervises firefighting activities including driving all fire apparatus, operating pumps, and related equipment, laying hose, and performing fire suppression and containment tasks.
- Responds to medical emergency calls as dispatched and ensures scene safety and determines scene priorities.
- Identifies training needs and assists in developing classes and drills to meet these needs.
- Participates in fire drills, attends classes in firefighting, emergency medical, hazardous materials, and related subjects.
- Participates in the preplan and inspection of buildings, the inspection of hydrants, and other fire suppression systems as required.
- Complies with NSFD Policies and Procedures and ensures compliance of all subordinates and/or assigned personnel.
- Directs and delegates work assignments until complete.
- Supervises all assigned work to be certain that companies follow all safety measures and standard operational procedures.
- Provides training to assigned personnel and/or companies in OSHA, NFPA and NSFD safety standards and operational procedures.
- Ensures that incident reports are completed after each incident.
- Maintains firefighting equipment, apparatus, and facilities. Performs minor repairs to district equipment.
- Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.
- Presents programs to the community on safety, medical, and fire prevention topics.
- Performs salvage operations such as throwing salvage covers, water evacuation and debris removal.
- Participates in physical fitness activities to maintain the capacity for sustained physical exertion.
- Performs other job-related duties as required by the NSFD administration.
- Assists in other supervisory and administrative activities as assigned.

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NSFD Operational Policies and Procedures	Position Descriptions	Fire Captain
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MINIMUM QUALIFICATIONS

- High school diploma or GED equivalent.
- Must be (21) twenty-one years of age or older.
- Must meet all requirements of Firefighter II and Engineer II and 5 years as an NSFD Firefighter. Experience from outside agencies will be considered on a case-by-case basis.
- Must have American Heart Association Basic Life Support (BLS) for Healthcare Providers.
- Must have IS-100, IS-200, IS-700, and IS-800.
- Must have Utah Firefighter II certification from Utah Fire Rescue Academy.
- Must have Utah Hazmat Operations certification from Utah Fire Rescue Academy.
- Must have NWCG Firefighter II or higher certification.
- Must have NREMT Emergency Medical Responder or higher certification.
- Must have Utah Apparatus Driver Operator – Pumper certification.
- Must have Utah Apparatus Driver Operator – Aerial certification.
- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.
- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, basic and advanced life support, and fire prevention techniques.
- Must be able to perform strenuously or to peak physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.
- Must be able to read and write the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must possess or be able to obtain by time of employment a valid Driver's License.
- Must have a stable driving history without record of suspension or revocation in any State.
- No felony convictions or disqualifying criminal history within the past seven years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.
- This position does not qualify for tele-commuting.

HIGHLY DESIRED QUALIFICATIONS

- Utah Fire Officer I certification from Utah Fire Rescue Academy.
- ICS-300 from FEMA.
- Associates Degree or Higher in Fire Science or a related field.
- NWCG Engine Boss certification.
- Utah Commission of Fire Officer Designation – Supervising Fire Officer certification.

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NSFD Operational Policies and Procedures	Position Descriptions	Fire Captain
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This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Fire Marshal
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JOB SUMMARY

Under general supervision from the Fire Chief and in compliance with Utah Law and Fire District Policies and Procedures, this FLSA non-exempt position performs professional and technical work in the field of fire prevention.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

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.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

The Fire Marshal must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in a general office setting and all-weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat and sub-zero temperatures.

The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Fire Marshal
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ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- Holds responsibility for the fire prevention division; enforces the provisions of the Fire Prevention code and the laws and regulations of the assigned jurisdiction.
- Inspects existing structures, new construction, and remodel sites for compliance with fire codes, and issues citations or other orders where violations are found.
- Resolves compliance problems with owners within scope of knowledge and authority.
- Reviews building and fire sprinkler plans to assure fire code requirements are met.
- Participates in the inspection of hydrants, sprinkling systems, and elements of a fire prevention or protection system.
- Conducts voluntary home inspections.
- Investigates complaints received by the Fire Prevention Division; establishes and maintains comprehensive records of all business transacted such as complaints, inspections, investigations, notices served and permits written.
- Investigates origin and circumstances of fires which involve loss of life, injury to any person or persons or damage or destruction of property. Takes charge of evidence of the origin of the fire.
- Makes reports to the Fire Chief; provides information to the business community and the public upon request; attends, if possible, all off-duty fires.
- Provides public education in fire prevention, including giving talks, demonstrations, and presentations to community groups, schools, and other organizations or institutions.
- Participates in physical fitness activities to maintain the capacity for sustained physical exertion.
- Performs other job-related duties as required by the NSFD administration.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalent.
- Must be (21) twenty-one years of age or older.
- Must have a minimum of 5 years' experience as a Firefighter II.
- Must have American Heart Association Basic Life Support (BLS) for Healthcare Providers.
- Must have Utah Firefighter II certification from Utah Fire Rescue Academy.
- Must have Utah Hazmat Operations certification from Utah Fire Rescue Academy.
- Must have Utah Fire Inspector I certification from Utah Fire Rescue Academy.
- Must have NREMT Emergency Medical Responder or higher certification.
- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.
- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, and basic life support, and fire prevention techniques.

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NSFD Operational Policies and Procedures	Position Descriptions	Fire Marshal
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- Must be able to read and write the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must possess or be able to obtain by time of employment a valid Driver's License.
- Must have a stable driving history without record of suspension or revocation in any State.
- No felony convictions or disqualifying criminal history within the past seven years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.
- This position does not qualify for tele-commuting.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North Summit Fire District Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Firefighter I
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JOB SUMMARY

Under the supervision of a Captain, and in compliance with Utah Law and Fire District Policies and Procedures, this FLSA non-exempt position protects life and property by performing firefighting, basic and emergency medical care, and fire prevention duties. Maintains fire equipment, apparatus, and facilities.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

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.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

A Firefighter I must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in outside weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat and sub-zero temperatures.

The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Firefighter I
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ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- Assists in the coordination, instruction, and/or supervision of Apprentice Firefighters as assigned.
- Performs firefighting activities including driving light (brush trucks/support vehicles) fire apparatus, operating pumps, and related equipment, laying hose, and performing fire suppression tasks.
- Responds to medical emergency calls and assists EMS personnel with patient care as needed.
- Participates in fire drills, attends classes in firefighting, emergency medical, hazardous materials, and related subjects.
- Participates in the preplan and inspection of buildings, the inspection of hydrants, and other fire suppression systems as required.
- Maintains firefighting equipment, apparatus, and facilities. Performs minor repairs to district equipment.
- Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.
- Presents programs to the community on safety, medical, and fire prevention topics.
- Performs salvage operations such as throwing salvage covers, water evacuation and debris removal.
- Participates in physical fitness activities to maintain the capacity for sustained physical exertion.
- Performs other job-related duties as assigned by the NSFD administration.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalent.
- Must be (18) eighteen years of age or older.
- Must have American Heart Association Basic Life Support (BLS) for Healthcare Providers.
- Must have IS-100, IS-200, IS-700, and IS-800.
- Must have Utah Firefighter I certification from Utah Fire Rescue Academy.
- Must have Utah Hazmat Awareness certification from Utah Fire Rescue Academy.
- Must have NWCG Firefighter II certification.
- Must have NREMT Emergency Medical Responder certification.
- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.
- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, basic and advanced life support, and fire prevention techniques.

North Summit Fire District Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Firefighter I
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- Must be able to perform strenuously or to peak physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.
- Must be able to read and write the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must possess or be able to obtain by time of employment a valid Driver's License.
- Must have a stable driving history without record of suspension or revocation in any State.
- No felony convictions or disqualifying criminal history within the past seven years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.
- This position does not qualify for tele-commuting.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North Summit Fire District Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Firefighter II
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JOB SUMMARY

Under the supervision of a Captain, and in compliance with Utah Law and Fire District Policies and Procedures, this FLSA non-exempt position protects life and property by performing firefighting, basic and emergency medical care, and fire prevention duties. Maintains fire equipment, apparatus, and facilities.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

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.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

A Firefighter II must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in outside weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat and sub-zero temperatures.

The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Firefighter II
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ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- Assists in the coordination, instruction, and/or supervision of an Apprentice Firefighter and Firefighter I as assigned. May receive some supervision from Engineer I or II.
- Performs firefighting activities including driving light (brush trucks/support vehicles) fire apparatus, operating pumps, and related equipment, laying hose, and performing fire suppression tasks.
- Responds to medical emergency calls and assists EMS personnel with patient care as needed.
- Participates in fire drills, attends classes in firefighting, emergency medical, hazardous materials, and related subjects.
- Participates in the preplan and inspection of buildings, the inspection of hydrants, and other fire suppression systems as required.
- Maintains firefighting equipment, apparatus, and facilities. Performs minor repairs to district equipment.
- Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.
- Presents programs to the community on safety, medical, and fire prevention topics.
- Performs salvage operations such as throwing salvage covers, water evacuation and debris removal.
- Participates in physical fitness activities to maintain the capacity for sustained physical exertion.
- Performs other job-related duties as required by the NSFD administration.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalent.
- Must be (18) eighteen years of age or older.
- Must have American Heart Association Basic Life Support (BLS) for Healthcare Providers.
- Must have IS-100, IS-200, IS-700, and IS-800.
- Must have Utah Firefighter II certification from Utah Fire Rescue Academy.
- Must have Utah Hazmat Operations certification from Utah Fire Rescue Academy.
- Must have NWCG Firefighter II certification.
- Must have NREMT Emergency Medical Responder or higher certification.
- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.
- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, basic and advanced life support, and fire prevention techniques.

North Summit Fire District Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Firefighter II
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- Must be able to perform strenuously or to peak physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.
- Must be able to read and write the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must possess or be able to obtain by time of employment a valid Driver's License.
- Must have a stable driving history without record of suspension or revocation in any State.
- No felony convictions or disqualifying criminal history within the past seven years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.
- This position does not qualify for tele-commuting.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North Summit Fire District Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Apprentice Firefighter
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JOB SUMMARY

Under the supervision of a Captain, and in compliance with Utah Law and Fire District Policies and Procedures, this FLSA non-exempt position protects life and property by performing firefighting, basic and emergency medical care, and fire prevention duties. Maintains fire equipment, apparatus, and facilities.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

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.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

Apprentice Firefighters must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in all weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat and sub-zero temperatures.

The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Apprentice Firefighter
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ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- This is an apprentice position and as such will NOT operate in an IDLH environment. All operations performed in this position will be under the supervision of a Captain but may receive some supervision from a Firefighter I or II.
- Performs EXTERIOR firefighting activities including driving light (brush trucks/support vehicles) fire apparatus, operating pumps, and related equipment, laying hose, and performing fire suppression tasks.
- Responds to medical emergency calls and assists EMS personnel with patient care as needed.
- Participates in fire drills, attends classes in firefighting, emergency medical care, hazardous materials, and related subjects.
- Participates in the preplan and inspection of buildings, the inspection of hydrants, and other fire suppression systems as required.
- Maintains firefighting equipment, apparatus, and facilities. Performs minor repairs to district equipment.
- Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.
- Presents programs to the community on safety, medical, and fire prevention topics.
- Performs salvage operations such as throwing salvage covers, water evacuation and debris removal.
- Participates in physical fitness activities to maintain the capacity for sustained physical exertion.
- Performs other job-related duties as assigned by the NSFD administration.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalent.
- Must be (18) eighteen years of age or older.
- Must obtain American Heart Association Basic Life Support (BLS) for Healthcare Providers within three months of hire.
- Must obtain IS-100, IS-200, IS-700, and IS-800 withing one year of hire.
- Must obtain Utah Firefighter I certification within one year of hire. Time frame may be extended due to availability of classes from the Utah Fire Rescue Academy.
- Must obtain Utah Hazmat Awareness certification within one year of hire. Time frame may be extended due to availability of classes from the Utah Fire Rescue Academy.
- Must obtain NWCG Firefighter II certification within one year of hire. Time frame may be extended due to availability of classes.
- Must obtain NREMT Emergency Medical Responder certification within one year of hire. Time frame may be extended due to availability of classes.

North Summit Fire District Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Apprentice Firefighter
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- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.
- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, basic and advanced life support, and fire prevention techniques.
- Must be able to perform strenuously or to peak physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.
- Must be able to read and write the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must possess or be able to obtain by time of employment a valid Driver's License.
- Must have a stable driving history without record of suspension or revocation in any State.
- No felony convictions or disqualifying criminal history within the past seven years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.
- This position does not qualify for tele-commuting.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Engineer I
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JOB SUMMARY

Under the supervision of a Captain, and in compliance with Utah Law and Fire District Policies and Procedures, this FLSA non-exempt position protects life and property by performing firefighting, basic and emergency medical care, and fire prevention duties. Along with the regular duties of a Firefighter II the Engineer I drives, maintains, and operates heavy fire apparatus, fire pumps, and other power equipment.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

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.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

An Engineer I must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in all weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat, and sub-zero temperatures.

The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Engineer I
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Will be required to work in all weather conditions.

ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- Assists in the coordination, instruction, and/or supervision of Firefighters I and II and Apprentice Firefighters as assigned. May receive some supervision from an Engineer II.
- Performs firefighting activities including driving heavy (fire engines/water tenders) fire apparatus, operating pumps, and related equipment, laying hose, and performing fire suppression tasks.
- Responds to medical emergency calls and assists EMS personnel with patient care as needed.
- Participates in fire drills, attends classes in firefighting, emergency medical, hazardous materials, and related subjects.
- Participates in the preplan and inspection of buildings, the inspection of hydrants, and other fire suppression systems as required.
- Maintains firefighting equipment, apparatus, and facilities. Performs minor repairs to district equipment.
- Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.
- Presents programs to the community on safety, medical, and fire prevention topics.
- Performs salvage operations such as throwing salvage covers, water evacuation and debris removal.
- Participates in physical fitness activities to maintain the capacity for sustained physical exertion.
- Performs other job-related duties as required by the NSFD administration.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalent.
- Must be (21) twenty-one years of age or older.
- Must meet all requirements of Firefighter II.
- Must have American Heart Association Basic Life Support (BLS) for Healthcare Providers.
- Must have IS-100, IS-200, IS-700, and IS-800.
- Must have Utah Firefighter II certification from Utah Fire Rescue Academy.
- Must have Utah Hazmat Operations certification from Utah Fire Rescue Academy.
- Must have NWCG Firefighter II or higher certification.
- Must have NREMT Emergency Medical Responder or higher certification.
- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.

North Summit Fire District Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Engineer I
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- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, basic and advanced life support, and fire prevention techniques.
- Must be able to perform strenuously or to peak physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.
- Must be able to read and write the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must possess or be able to obtain by time of employment a valid Driver's License.
- Must have a stable driving history without record of suspension or revocation in any State.
- No felony convictions or disqualifying criminal history within the past seven years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.
- This position does not qualify for tele-commuting.

POSITION SPECIFIC REQUIRMENTS

- Must have Utah Firefighter Apparatus Driver Operator – Pumper certification from Utah Fire Rescue Academy.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Engineer II
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JOB SUMMARY

Under the supervision of a Captain, and in compliance with Utah Law and Fire District Policies and Procedures, this FLSA non-exempt position protects life and property by performing firefighting, basic and emergency medical care, and fire prevention duties. Along with the regular duties of a Firefighter II the Engineer drives, maintains and operates heavy fire apparatus, fire pumps, and other power equipment.

TOOLS AND EQUIPMENT USED

Emergency medical care equipment, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, power equipment, small hand tools, ladders, radio, personal computer, phone.

PHYSICAL DEMANDS

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.

While performing the duties of this job, the employee is frequently required to stand; walk; run; jump; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb; balance; stoop, kneel, crouch, or crawl; talk and hear; and taste or smell.

An Engineer II must frequently lift and/or move up to 50 pounds and occasionally lift and/or move 185 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in all weather conditions.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration, heat and sub-zero temperatures.

The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

North Summit Fire District

Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Engineer II
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ESSENTIAL DUTIES, FUNCTIONS AND RESPONSIBILITIES

- Assists in the coordination, instruction, and/or supervision of an Engineer I, Firefighter I or II and Apprentice Firefighter as assigned.
- Performs firefighting activities including driving heavy (fire engines/water tenders/ladder truck) fire apparatus, operating pumps, and related equipment, laying hose, and performing fire suppression tasks.
- Responds to medical emergency calls and assists EMS personnel with patient care as needed.
- Participates in fire drills, attends classes in firefighting, emergency medical, hazardous materials, and related subjects.
- Participates in the preplan and inspection of buildings, the inspection of hydrants, and other fire suppression systems as required.
- Maintains firefighting equipment, apparatus, and facilities. Performs minor repairs to district equipment.
- Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.
- Presents programs to the community on safety, medical, and fire prevention topics.
- Performs salvage operations such as throwing salvage covers, water evacuation and debris removal.
- Participates in physical fitness activities to maintain the capacity for sustained physical exertion.
- Performs other job-related duties as required by the NSFD administration.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalent.
- Must be (21) twenty-one years of age or older.
- Must meet all requirements of Firefighter II and Engineer I
- Must have American Heart Association Basic Life Support (BLS) for Healthcare Providers.
- Must have IS-100, IS-200, IS-700, and IS-800.
- Must have Utah Firefighter II certification from Utah Fire Rescue Academy.
- Must have Utah Hazmat Operations certification from Utah Fire Rescue Academy.
- Must have NWCG Firefighter II or higher certification.
- Must have NREMT Emergency Medical Responder or higher certification.
- Must be a citizen of the United States of America at the time of application or provide proof of appropriate work permit.

North Summit Fire District Rules, Policies, and Procedures

NSFD Operational Policies and Procedures	Position Descriptions	Engineer II
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- Must have the ability to learn the operation of fire suppression and other emergency equipment. Must have the ability to learn to apply standard firefighting, basic and advanced life support, and fire prevention techniques.
- Must be able to perform strenuously or to peak physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.
- Must be able to read and write the English language. Must have the ability to follow verbal and written instructions, and the ability to communicate effectively orally and in writing.
- Must possess or be able to obtain by time of employment a valid Driver's License.
- Must have a stable driving history without record of suspension or revocation in any State.
- No felony convictions or disqualifying criminal history within the past seven years. Must be of good moral character and of temperate and industrious habits.
- This is a safety sensitive position and must pass a criminal background check and drug screen.
- This position does not qualify for tele-commuting.

POSITION SPECIFIC REQUIRMENTS

- Must have Utah Firefighter Apparatus Driver Operator – Pumper certification from Utah Fire Rescue Academy.
- Must have Utah Firefighter Apparatus Driver Operator – Aerial certification from Utah Fire Rescue Academy.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.