

LEGEND:

*Additions*

*Deletions*

Approved May, 2018

Proposed September, 2018

**CITY OF SANTA CLARA, CALIFORNIA**  
**FIREFIGHTER II**  
**(480)**

**EDUCATION AND EXPERIENCE**

Minimum Qualifications:

- Graduation from high school or possession of a GED
- Three (3) years experience as a Firefighter I with the City of Santa Clara
- Successful completion of 120 hours of California State Fire Training courses certified by the California Office of the State Fire Marshal and are Santa Clara Fire Department promotional course requirements for Driver/Engineer and/or Captain. Courses must have been acquired after graduation from the Santa Clara Fire Recruit Academy.

Desirable Qualifications:

- Possession of a valid California Paramedic (EMT-P) license (required prior to appointment to a Paramedic assignment)
- A valid California Class A or B commercial driver's license

*Possible Substitutions:*

- *Firefighter I's who completed all possible California State Fire Training Driver/Engineer and/or Captain promotional courses prior to joining the Santa Clara Fire Recruit Academy can appeal to the Fire Chief to waive the 120 hour course requirement on a case by case basis.*

**LICENSES AND/OR CERTIFICATES**

- Valid State of California Emergency Medical Technician (EMT) and Cardiopulmonary Resuscitation (CPR) certificates
- Possession of a valid California Class C driver's license with Firefighter endorsement
- All of the listed licenses and certifications must be maintained as a condition of continued employment in this classification for as long as they are required

**PHYSICAL REQUIREMENTS**

- At least 21 years of age
- Able to distinguish primary colors (red, green, amber), each eye free of any abnormal condition or disease which might affect performance of job duties, visual acuity in each eye of at least 20/50 vision (uncorrected) and 20/30 (corrected), and normal night vision
- Normal hearing without correction in both ears
- Free from disabling speech impediments, disabling neuroses or psychoses, and disabling physical conditions or diseases
- Strength and physical abilities necessary to perform the duties of a Firefighter II

## **FIREFIGHTER II (continued)**

### DISTINGUISHING CHARACTERISTICS

Firefighter II is the classification in the Firefighter series to which a Firefighter I may promote after three years of experience as a Firefighter I with the City of Santa Clara, and satisfaction of the educational coursework requirements set forth in the second and third bullets under “Minimum Qualification” in this job description.

An incumbent in this classification responds to fire alarms, performs rescue services, and protects life and property endangered by fire. When qualified and assigned, Firefighters may be assigned to paramedic duties.

### TYPICAL DUTIES:

Duties may include, but are not limited to, the following:

- Responds to routine calls and emergencies for protection of life and property
- Assists in all phases of firefighting operations and medical emergencies as directed
- Operates firefighting and first aid equipment, including two-way radios
- Maintains and inspects equipment and makes minor adjustments and repairs to same
- Assists in the maintenance and clean-up in and about fire stations and other Department facilities
- Communicates with the public and other City employees, answering general questions and providing information as necessary
- Identifies fire hazards and conducts or assists in fire inspections of buildings within the City as directed
- Interprets Department training evolutions and assists in the training of regular and volunteer fire personnel
- Conducts or participates in Fire Department demonstrations as directed
- Participates in special Department programs and projects as directed
- Carries out City and Department rules and regulations, policies and procedures
- Maintains good relations with the public, works and cooperates with other City employees
- Participates in and/or directs Department physical fitness activities
- Attends special schools, conferences, seminars, etc. as required by the Department or City
- May act as Driver/Engineer and assume the responsibilities of that position on an assigned shift
- Works in assigned Fire Division, at an assigned station, on an assigned shift, as determined by the Department
- Performs other related duties as assigned

### KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Basic mathematics and mechanical principles

Ability to:

- Learn and apply firefighting and rescue methods and techniques
- Learn the basic operation, mechanics, and maintenance of firefighting equipment and fire apparatus

## **FIREFIGHTER II (continued)**

- Learn to drive fire apparatus with care and safety in accordance with the California Code during emergency and non-emergency situations
- Learn the geography of the City
- Learn pertinent federal, state, and local laws and regulations
- Evaluate situations, identify problems, and exercise initiative and sound independent judgment within established guidelines
- Identify fire hazards and conduct inspections
- Interpret, understand and carry out City and Department rules and regulations, policies, procedures and training evolutions
- Read and interpret maps, run cards, and pre-fire plan drawings
- Interpret and follow oral and written instructions
- Communicate clearly and effectively, both verbally and in writing by using correct English grammar, spelling, and punctuation
- Establish and maintain courteous and effective working relationships with those contacted in the course of work, including City staff, members of other governmental agencies, and the general public
- Work effectively as part of a group or team to achieve common goals
- Maintain professionalism and composure at all times, including stressful situations
- Take direction and follow established policies and procedures
- Demonstrate physical endurance, agility, strength, and stamina in the performance of duties

In addition, the following Knowledge, Skills, and Abilities are required for a Paramedic assignment:

Knowledge of:

- Advanced Life Support pre-hospital emergency care techniques, principles, and practices
- Basic human anatomy and physiology
- Medical terminology, techniques and analytical processes used in the description and assessment of patient status
- Categories, applications, contraindications, and appropriate dosage levels
- Procedures and equipment used in vital sign monitoring
- Symptoms of impaired cardiac and respiratory functioning, altered states of consciousness, various types of toxicity and poisoning, shock and common diseases

Ability to:

- Use and manipulate tools, medical equipment and conditions at the scene
- Determine appropriate basic and advanced life support procedures
- Make paramedical decisions rapidly and under stressful conditions
- Perform basic and advanced life support procedures including cardiac and pulmonary resuscitation, cardiac monitoring and defibrillation, trauma response, and administration of medications
- Communicate technical information effectively with those encountered in the course of the work

### **SUPERVISION RECEIVED**

Receives general supervision from a Fire Captain or other supervisor as assigned.

## **FIREFIGHTER II (continued)**

### SUPERVISION EXERCISED

May assist in the training of new and/or volunteer personnel.

### OTHER REQUIREMENTS

- Typically assigned to a 56-hour workweek (24-hour shifts); may be assigned to a 40-hour workweek as required
- May be required to work odd and unusual hours, including weekends and designated holidays and to be subject to call-back in the performance of job duties
- Must be able to perform all of the essential functions of the job assignment

**CITY OF SANTA CLARA, CALIFORNIA**  
**FIREFIGHTER II**  
**(480)**

**EDUCATION AND EXPERIENCE**

Minimum Qualifications:

- Graduation from high school or possession of a GED
- Three (3) years experience as a Firefighter I with the City of Santa Clara
- Successful completion of 120 hours of California State Fire Training courses certified by the California Office of the State Fire Marshal and are Santa Clara Fire Department promotional course requirements for Driver/Engineer and/or Captain. Courses must have been acquired after graduation from the Santa Clara Fire Recruit Academy.

Desirable Qualifications:

- Possession of a valid California Paramedic (EMT-P) license (required prior to appointment to a Paramedic assignment)
- A valid California Class A or B commercial driver's license

Possible Substitutions:

- Firefighter I's who completed all possible California State Fire Training Driver/Engineer and/or Captain promotional courses prior to joining the Santa Clara Fire Recruit Academy can appeal to the Fire Chief to waive the 120 hour course requirement on a case by case basis.

**LICENSES AND/OR CERTIFICATES**

- Valid State of California Emergency Medical Technician (EMT) and Cardiopulmonary Resuscitation (CPR) certificates
- Possession of a valid California Class C driver's license with Firefighter endorsement
- All of the listed licenses and certifications must be maintained as a condition of continued employment in this classification for as long as they are required

**PHYSICAL REQUIREMENTS**

- At least 21 years of age
- Able to distinguish primary colors (red, green, amber), each eye free of any abnormal condition or disease which might affect performance of job duties, visual acuity in each eye of at least 20/50 vision (uncorrected) and 20/30 (corrected), and normal night vision
- Normal hearing without correction in both ears
- Free from disabling speech impediments, disabling neuroses or psychoses, and disabling physical conditions or diseases
- Strength and physical abilities necessary to perform the duties of a Firefighter II

**DISTINGUISHING CHARACTERISTICS**

Firefighter II is the classification in the Firefighter series to which a Firefighter I may promote

## **FIREFIGHTER II (continued)**

after three years of experience as a Firefighter I with the City of Santa Clara, and satisfaction of the educational coursework requirements set forth in the second and third bullets under “Minimum Qualification” in this job description.

An incumbent in this classification responds to fire alarms, performs rescue services, and protects life and property endangered by fire. When qualified and assigned, Firefighters may be assigned to paramedic duties.

### TYPICAL DUTIES:

Duties may include, but are not limited to, the following:

- Responds to routine calls and emergencies for protection of life and property
- Assists in all phases of firefighting operations and medical emergencies as directed
- Operates firefighting and first aid equipment, including two-way radios
- Maintains and inspects equipment and makes minor adjustments and repairs to same
- Assists in the maintenance and clean-up in and about fire stations and other Department facilities
- Communicates with the public and other City employees, answering general questions and providing information as necessary
- Identifies fire hazards and conducts or assists in fire inspections of buildings within the City as directed
- Interprets Department training evolutions and assists in the training of regular and volunteer fire personnel
- Conducts or participates in Fire Department demonstrations as directed
- Participates in special Department programs and projects as directed
- Carries out City and Department rules and regulations, policies and procedures
- Maintains good relations with the public, works and cooperates with other City employees
- Participates in and/or directs Department physical fitness activities
- Attends special schools, conferences, seminars, etc. as required by the Department or City
- May act as Driver/Engineer and assume the responsibilities of that position on an assigned shift
- Works in assigned Fire Division, at an assigned station, on an assigned shift, as determined by the Department
- Performs other related duties as assigned

### KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Basic mathematics and mechanical principles

Ability to:

- Learn and apply firefighting and rescue methods and techniques
- Learn the basic operation, mechanics, and maintenance of firefighting equipment and fire apparatus
- Learn to drive fire apparatus with care and safety in accordance with the California Code during emergency and non-emergency situations
- Learn the geography of the City

## **FIREFIGHTER II (continued)**

- Learn pertinent federal, state, and local laws and regulations
- Evaluate situations, identify problems, and exercise initiative and sound independent judgment within established guidelines
- Identify fire hazards and conduct inspections
- Interpret, understand and carry out City and Department rules and regulations, policies, procedures and training evolutions
- Read and interpret maps, run cards, and pre-fire plan drawings
- Interpret and follow oral and written instructions
- Communicate clearly and effectively, both verbally and in writing by using correct English grammar, spelling, and punctuation
- Establish and maintain courteous and effective working relationships with those contacted in the course of work, including City staff, members of other governmental agencies, and the general public
- Work effectively as part of a group or team to achieve common goals
- Maintain professionalism and composure at all times, including stressful situations
- Take direction and follow established policies and procedures
- Demonstrate physical endurance, agility, strength, and stamina in the performance of duties

In addition, the following Knowledge, Skills, and Abilities are required for a Paramedic assignment:

### Knowledge of:

- Advanced Life Support pre-hospital emergency care techniques, principles, and practices
- Basic human anatomy and physiology
- Medical terminology, techniques and analytical processes used in the description and assessment of patient status
- Categories, applications, contraindications, and appropriate dosage levels
- Procedures and equipment used in vital sign monitoring
- Symptoms of impaired cardiac and respiratory functioning, altered states of consciousness, various types of toxicity and poisoning, shock and common diseases

### Ability to:

- Use and manipulate tools, medical equipment and conditions at the scene
- Determine appropriate basic and advanced life support procedures
- Make paramedical decisions rapidly and under stressful conditions
- Perform basic and advanced life support procedures including cardiac and pulmonary resuscitation, cardiac monitoring and defibrillation, trauma response, and administration of medications
- Communicate technical information effectively with those encountered in the course of the work

### SUPERVISION RECEIVED

Receives general supervision from a Fire Captain or other supervisor as assigned.

### SUPERVISION EXERCISED

May assist in the training of new and/or volunteer personnel.

## **FIREFIGHTER II (continued)**

### OTHER REQUIREMENTS

- Typically assigned to a 56-hour workweek (24-hour shifts); may be assigned to a 40-hour workweek as required
- May be required to work odd and unusual hours, including weekends and designated holidays and to be subject to call-back in the performance of job duties
- Must be able to perform all of the essential functions of the job assignment