

Job Description

Human Resource Use Only

Position Number: 10175

Step/Grade: Contractual

Effective Date: 09.2021

POSITION IDENTIFICATION

Position Title: _____ Motor Pump Operator (MPO)

Division: _____ Fire Rescue

Status: _____ Full-Time, Union, Salary, Non-Exempt

Workweek: _____ 24-hour shifts

SUPERVISORY RELATIONSHIPS

Reports to: _____ Company Officer in Charge and Company Officer in charge

Directly Supervises: _____ Supervises May supervise other firefighters when qualified and acting as, Lieutenant, or Captains assigned.

POSITION PURPOSE

Under general supervision of the Officer in Charge or Company Officer, provides direct services, individually and as a member of a team in response to fire, EMS, rescue, hazmat, and other incidents. The Motor Pump Operator is responsible for driving, operating and maintaining fire rescue department apparatus. The position of Motor Pump Operator necessitates the same knowledge, skills, and job requirements as listed under the Firefighter/Paramedic job description. The person filling this position performs firefighting, emergency medical services, and other emergency response duties, as well as other tasks relevant to the fire department mission. This person has the responsibility for driving, operating, and maintaining the assigned piece(s) of fire department apparatus and equipment. Under guidance of the company officer, exercises direct supervision over the activities of personnel assigned to his/her company in matters of equipment maintenance. In addition, after meeting qualifications, this person may serve as, Acting Lieutenant, or Acting Captain.

ESSENTIAL DUTIES [JL1][TB2][TB3][TB4]

Response to calls from the public for assistance involving a wide variety of situations;

_____ All aspects of fire suppression and fire rescue

_____ Emergency medical care of the sick or injured

_____ Provision of specialized rescue service, including confined space rescue, trench rescue, rope rescue, ice rescue, water rescue, and boat rescue

_____ Driving and operating emergency and non-emergency vehicles

_____ May function as an Incident Safety Officer (ISO)

Effective communication with patients and physicians in emergency medical care situations.

Operation of various large and small hand and machine-operated tools (hydraulic and mechanical), including, but not limited to:

_____ Hydraulic extrication tools

_____ Axes, prying tools, pike poles

_____ Trench rescue shoring jacks

_____ Emergency medical care equipment

_____ Confined space rescue tripod and winches

_____ Hazardous materials spill control devices

_____ Ventilation fans

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~~————Chain saws~~

~~————Circular saws~~

~~Inspection and maintenance of departmental equipment.~~

ESSENTIAL DUTIES Continued

~~Various physically demanding tasks related to firefighting, rescue, and response to~~

~~requests for assistance requiring, but not limited to: lifting of heavy objects or persons, forcing entry, carrying heavy firefighting equipment, attacking fires by dragging and controlling heavy water-filled fire hoses, dragging or carrying incapacitated persons, working in full firefighting and hazardous materials protective equipment and self-contained breathing apparatus, climbing ladders while carrying equipment, overhaul of structures by pulling building components apart, working in zero-visibility in hot and smokey environments while wearing heavy and constrictive protective equipment, working in water while wearing floatation protective equipment.~~

~~Inspection of apparatus, and equipment to ensure compliance with departmental standards.~~

~~Preparation of vehicle inspection and maintenance records.~~

~~Provision of informal training in apparatus operation to subordinates.~~

~~Serve as officer in charge in the absence of a superior officer and direct personnel as required.~~

~~Participation in mandatory medical monitoring program and physical fitness program to assure ability to complete~~

~~various physically demanding tasks.~~

~~Inspection of real and personal properties for compliance with fire codes.~~

~~Ability to participate in all department training programs.~~

~~Ability to take citizen groups on tours of fire stations and explain basic function of various pieces of equipment.~~

~~Participation on hazardous materials response team.~~

~~Knowledge of hazardous materials response and control techniques.~~

~~Basic maintenance activities related to upkeep of stations and grounds, including but not limited to:~~

~~————Cutting with walk behind power mower~~

~~————Painting of walls and ceilings~~

~~————Sweeping and mopping~~

~~————Washing walls~~

~~————Shoveling snow and using walk behind snow blower~~

~~————Washing windows~~

~~————Replacing light bulbs~~

~~————Polishing, stripping, waxing floors with electric floor buffer~~

~~Effective verbal and written communications with the public and coworkers.~~

~~Answer department phones effectively and professionally. Take down essential information to send appropriate department resources and or transfer calls into department voice mail.~~

~~Provision of basic public education programs for adults and children, including but not limited to talks on fire reaction behavior, fire safety measures, use of fire extinguishers, and fire prevention techniques.~~

~~Ability to complete various written or computerized reports.—~~

~~Language skills, math ability, physical demands, sight requirements, and environmental adaptability are incorporated by reference in these essential functions.~~

ESSENTIAL DUTIES Continued

Climbing six or more flights of stairs while wearing protective equipment weighing at least 50 pounds or more and carrying equipment/tools weighing an additional 20-40 pounds.

Searching, finding and rescue dragging or carrying victims ranging from newborns up to adults weighing over 200 pounds to safety in hazardous conditions and low visibility.

Climbing ladders (stationary and aerial), operating from heights, walking or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards.

Critical, time sensitive, complex problem solving during physical exertion in stressful hazardous environments with constant distractions.

- Respond to emergencies and calls for assistance.
- Participate in firefighting and/or rescue operations.
- Observe, record, and report to physician and other EMS team members the patient's condition and response to drugs and other treatment modalities.
- Respond to and take appropriate action at hazardous materials incidents; direct and/or participate in the rendering of medical care at an emergency incident.
- Participate in drills for fire department personnel in assigned duties, including firefighting, medical care, hazardous materials response, fire prevention, and related subjects. Complete work assignments on assigned company/shift/station; ensure that all decisions and actions are consistent with department policies, procedures and emerging priorities.
- Perform scheduled inspection of facilities, equipment and apparatus to ensure operational readiness.
- Participate in the inspection of buildings, residences and installations for fire hazards and fire safety systems as required by State laws and municipal ordinances and for pre-fire planning purposes.
- Perform basic fire investigation functions and submit timely and accurate reports as assigned.
- Conduct station tours, participate in demonstrations of equipment and techniques, and make educational presentations to members of the public.
- Clean and maintain facilities, grounds, quarters, equipment and apparatus at the fire stations.
- Attend technical skills training and continuing education courses as needed to maintain technical and leadership skills and certifications. Demonstrate the ability to read, write and comprehend these and other related materials.
- Maintains daily log of equipment and apparatus.
- Operates heavy extraction equipment such as air bags, hydraulically powered cutters and spreaders, pneumatic cutters and special saws.
- Functions as Acting Company Officer when required.
- Lays hose lines, operates nozzles, pumps and hydrants; utilizes fire extinguishers and performs other actions to suppress fire; operates hydraulic, pneumatic, manual and power tools.
- Participates in salvage operation and post fire operations; uses salvage covers, floor runners and other related equipment to reduce property damage from heat, smoke, fire, gases, and water.
- Participates in drills and training evolutions as directed.
- Participates in fire and life safety inspections of commercial and residential properties; checks operating condition of hydrants.
- Cleans and performs general maintenance of fire equipment and fire stations.
- Responds to scenes of accidents or acute illness for which emergency medical care has been requested.
- Required to transfer, lift and move patients while employing appropriate safety and lifting

~~techniques.~~

- ~~— Responds to hazardous materials incidents at an awareness level and responds to other calls for assistance as requested by the public.~~
- ~~— Participates in public education programs in schools, civic groups and other locations as requested.~~
- ~~— Conducts departmental training sessions on topics related to the employee's job functions, attends various engineers' meetings.~~
- ~~— Utilizes city computer system for patient care documentation, record keeping, pre-incident planning and other job-related functions.~~
- Drives and operates fire apparatus under the direction of the ~~company officer~~ Officer in Charge or Company Officer and according to procedures as outlined in Manitowoc Fire Rescue Department SOGs.
- ~~— Participates in daily physical training.~~
- Performs related duties as required.

NON-ESSENTIAL FUNCTIONS:

- ~~— Counseling of juvenile fire setters~~
- ~~— Investigation of fire origin and cause~~

OTHER DUTIES

As assigned by a ~~chief officer~~ Chief Officer Officer in Charge or Company Officer

MINIMUM POSITION QUALIFICATIONS

Education: ~~Must have a high school diploma or the equivalent (GED) required, plus two (2) years' experience as a full-time firefighter, with a minimum of one (1) year at Manitowoc Fire Rescue Department. Preferred is an Associate or Bachelor Degree in Fire/EMS related field. Preference may be given to applicants with an Associate Degree~~
~~— High School graduate or equivalency~~
~~Two years of progressively responsible experience in a full-service municipal, county, or state agency performing fire service.~~

Experience: Two [JL5] [TB6] [TB7] years' experience as a full-time firefighter.

~~Associate Degree in Fire Science or related field~~

~~Experience working on teams~~

~~Knowledge of incident command systems~~

~~Knowledge of fire suppressions methods, tactics, and techniques~~

~~Knowledge of national, state, and local laws, codes, and ordinances pertaining to fire prevention, suppression, safety, hazardous materials, and emergency medical services~~

~~Knowledge of geographical, water supply, street, and structural features of the City; special life and property exposures and hazards~~

~~Knowledge of fire investigation and fire scene preservation techniques~~

~~Knowledge of organization, staffing, and delivery of emergency medical service~~

~~Certification as open water or public safety diver~~

~~Knowledge of water supply and fixed fire detection and protection systems~~

~~Knowledge of building construction as it relates to the fire service~~

~~Knowledge of fire behavior~~

~~Knowledge of characteristics of flammable liquids, gases, chemicals, and combustible materials~~

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~~Knowledge of and experience with special rescue techniques, including ice, water, trench, confined space, dive, and rope rescue~~

~~Knowledge of fire inspection and code enforcement techniques~~

~~Knowledge of fire department chain of command process~~

~~Knowledge of agencies which assist the fire department under various circumstances, e. g. Department of Natural Resources, Emergency Management, Police, Sheriff Department, Mutual Aid Departments, and EMS agencies~~

Certifications/Licenses:

~~REQUIRED: -EMT Paramedic Wisconsin certification with eligibility for Wisconsin EMT license or eligibility for certification as a paramedic in the State of Wisconsin; if Hired after September 1, 1990. Valid Wisconsin Driver's License; Current WI Firefighter I and Certification; Wisconsin Fire Fighter II required. Must be certified by the State of Wisconsin as a Driver Operator-Pumper and WI Driver Operator-Aerial certification.~~

~~PREFERRED: NIMS ICS Certification 700 or 800, 100 and 200.~~

Required:-

~~Associate Degree in Fire Science with **Desirable:**~~

~~Preferably certified, or have passed, as a Driver Operator-Aerial within one year of hire into the position.~~

~~A minimum of 10 semester hours of credits earned in an accredited university, college, technical institute, the National Fire Academy, or Open Learning Fire Service Program with major emphasis on courses in fire science, apparatus operation, and fire service hydraulics is highly d desirable~~

KNOWLEDGE, SKILLS, & ABILITIES

Necessary Knowledge, Skills and Abilities

- ~~Considerable k~~Knowledge of fire and medical equipment, fire ladders, tools, SCBA, etc.; knowledge of proper care and maintenance of equipment.
- ~~Considerable k~~Knowledge and skill in pumping operations and fire ground hydraulics, and operation of aerial equipment.
- ~~Considerable k~~Knowledge of city streets, **local** geography and target hazards.
- ~~Considerable k~~Knowledge and skills in driving fire apparatus of all types and sizes; working knowledge of applicable laws, codes, and standards related to driving and operation of apparatus.
- Ability to follow written and verbal instructions; ability to communicate verbally and in writing.
- Working knowledge and proficiency in the operation of computer equipment and software programs used by the department.
- Ability to exercise appropriate and safe judgment related to tactics of firefighting and emergency medical services.
- ~~Working knowledge~~Ability to ~~of~~ apply and follow fire department policies and procedures, and the Incident Command System.
- Ability to handle high levels of personal stress and to maintain composure under a variety of adverse conditions, including verbal and physical abuse, witnessing death and critical injuries and experiencing risk of personal harm.

- TOOLS & EQUIPMENT Knowledge of Fire apparatus, SCBA, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, personal protective gear, personal computer.
- Knowledge of All equipment listed on State of Wisconsin required equipment list for paramedics, including but not limited to defibrillators medical suction equipment, cardiac monitors, intubation equipment, IV and medication administration equipment.

LANGUAGE SKILLS:

———— Ability to communicate effectively in English, both verbally and in writing

MATHEMATICAL ABILITY:

———— Basic mathematical skills sufficient to pass mathematical portion of job-related entry-level written test with emphasis on basic algebra

———— Ability to do calculations in formulas related to fire service hydraulics

———— Ability to perform medication calculations as related to current EMS protocols

BACKGROUND CHECKS—Condition of Employment

BACKGROUND CHECK

Condition of employment

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 sit; talk or hear; stand; walk; use hands to manipulate, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The employee must be able to move objects between 20-50 pounds short distances (20 feet or more), perform duties requiring pulling of 40 pounds or more such as removing hose from apparatus, pulling ceilings, starting power equipment, and opening doors on the apparatus, as well as frequently lift objects weighing 50 to 100 lbs.

PHYSICAL DEMANDS

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 outdoor weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistant, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

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

The employee will be required to work 48 hour and up to 72--hour continuous shifts. During this time the employee may experience several interruptions of sleep, meals and/or other activities. The employee will be expected to perform essential job functions despite the potential for fatigue resultant from extended shift work.

Manual Dexterity:

~~Performance of essential functions requires a capacity to intermittently sit, stand, walk, bend, run, climb, and lift moderately heavy (25-50 pounds) objects. Performance of tasks associated with responding to fire alarms and other calls for assistance requires a capacity to lift heavy objects (50-100 pounds) unassisted and larger objects (more than 100 pounds) with assistance; a capacity to position, raise, and climb and work from ladders; a capacity to use various hand tools and powered equipment requiring a moderate to high degree of physical strength, hand-eye coordination, and manual dexterity; to pull and advance empty and water filled firefighting hose lines of various sizes; to work in full firefighting and hazardous material protective ensembles; all under emergency conditions.~~

Physical Effort:

~~Ability to meet medical standards in most current version of National Fire Protection Association Standard 1582—Standard of Medical Requirements for Firefighters and Information for Fire Department Physicians and meet the requirements of Wisconsin SPS 330.~~

Working Conditions:

~~The performance of some tasks exposes an individual to machinery and its moving parts, to toxic gases, chemicals, and other hazardous materials, and to cold, smoke and heat with temperatures varying from well below zero Fahrenheit to well above 300 degrees Fahrenheit in a fire structure; it requires the use of heavy protective clothing, helmet, self-contained breathing apparatus, respirators, goggles, and gloves. Work is often performed outdoors in extreme cold or inclement weather. Some tasks require work in and around bodies of water.~~

This position description has been prepared to define the general duties of the position, provide examples of work and to detail the required knowledge, skills and abilities as well as the acceptable experience and training for the position. The description is not intended to limit or modify the right of any supervisor to assign, direct, and control the duties of employees under supervision. The City of Manitowoc retains and reserves any and all rights to change, modify, amend, add to or delete from any portion of this description in its sole judgment.

This job description is not a contract for employment.

The City of Manitowoc is an equal opportunity employer, in compliance with the Americans with Disabilities Act. The City will

provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.