



CITY OF WOONSOCKET  
POSITION DESCRIPTION

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**JOB TITLE:** Firefighter

**DEPARTMENT/DIVISION:** Fire Department/Public Safety

**PAY GRADE/HOURS:** Grade F5  
42-hour work week

**UNION:** Local 732

**POSITION SUMMARY:**

Under supervision, controls and extinguishes fires; maintains and operates Fire Department equipment and property, provides emergency medical services subject to the provisions of the RI Department of Health Emergency Medical Services guidelines/protocols and performs related duties as required. The four junior employees, in seniority, will act as Roving Firefighters and serve at the discretion of the Fire Chief, or his designee. Work in conjunction with the local community to increase awareness of fire and life safety. Trains and maintains a skill set in keeping with current firefighting and EMS standards. Maintains an attitude and lifestyle in keeping with the highest traditions and standards of the Woonsocket Fire Department.

**DUTIES& RESPONSIBILITIES:**

- Carry out all assigned tasks and assignments in accordance with acceptable fire service practices as described in the IFSTA Essentials current edition, and within the most up to date State of Rhode Island EMS protocols.
- Participate in all company activities including fire suppression, rescue, emergency medical care, public assistance, fire investigation, fire prevention, pre-fire planning, company training, public education, community events, maintenance of apparatus, equipment and facilities.
- Stay up to date with departmental policies, procedures, memos, orders and directives.
- Maintain all job specific certifications and required licenses.
- Respond to all call for services as requested.
- Chauffeur and operate all fire department apparatus inclusive of rescue vehicles, engine companies, aerial companies and staff vehicles.
- Drive safely and responsibly at all times within the guidelines set forth in the Department Apparatus Safety and Response policy.
- Perform tasks necessary to control and extinguish fires as well as mitigate emergency medical services incidents.

- Maintain records of fires, emergency medical services incidents and other calls for assistance.
- Make periodic inspections of buildings in an assigned district to observe fire hazards and study the physical construction and layout of structures.
- Inspects and removes snow and ice from hydrants.
- Reports to company station for multiple alarms and emergencies when off duty.
- Ensure fluency with and utilize the accountability system at major incidents or when needed.
- Arrive at work on time, be in official departmental uniform at all times, and make a good overall appearance as a Public Safety employee of the City of Woonsocket.
- Obey all lawful orders; cooperate with fellow firefighters and officers.
- Show respect and courtesy to all firefighters, senior officers, chief officers, city administration and public safety officials as well as all public served.
- Commit to providing the highest level of public safety services to the citizens of Woonsocket.
- Performs all essential job tasks as outlined in NFPA 1582 Standard Section 5.1.1.
- Performs other related duties as required.

**Written Test Requirements:**

- Eighteen (18) years of age
- Must be a US citizen
- Must have no felony convictions
- High School Graduate or RI Education Department equivalency
- Valid motor vehicle drivers license

**Oral Interview Requirements/Pre-Conditional Employment Offer:**

- Possess and present a Firefighter Entry Level Exam Certification with a score of 70% or higher from the Rhode Island Association of Fire Chiefs.
- Possess and present a valid RI Physical Performance Assessment Certificate issued by the RI Association of Fire Chiefs.
- Possess and present a minimum RI EMT-Cardiac license; or be currently enrolled in a sanctioned RI EMT-Cardiac course.

**Post-Conditional Employment Offer:**

- **Successfully pass the following:**
  - 1.) Occupational Health Physical Examination
  - 2.) Occupational Health Psychological Assessment
  - 3.) Criminal Background Check
  - 4.) Drug and Alcohol Screening

- **Complete and agree to the terms and conditions of a Recruit Letter of Understanding to include the following but not limited to:**
- Candidates **shall** successfully complete and pass all Rhode Island Fire Academy administered quality job performance testing, Firefighters Level I and II NFPA 1001-30 Pro-Board Accreditation, Haz Mat Operations Level, Emergency Vehicle Operations Level testing and all other requirements set forth in the Rhode Island Fire Academy Class to which enrolled in regardless of previously held certifications prior to entering the Rhode Island Fire Academy.
- Candidates **shall** successfully complete all in-services, field training and certification classes conducted by the Woonsocket Fire Department Training Division after successfully completing the requirements set forth by the Rhode Island Fire Academy.
- Candidates shall be in possession of, at a minimum, a Rhode Island EMT-Cardiac License within one year from date of hire and maintain said licensure for the terms outlined in L-732 CBA.

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

Candidates shall possess good knowledge, skill and personal qualities. Candidates shall act as a direct representative of the Woonsocket Fire Department. Perspective candidate must know how to balance their attitude especially with consideration to handling situations that one is called upon to mitigate. A firefighter must possess the skill of remaining calm while staying focused. A Woonsocket Firefighter is considered a problem solver and must have the ability to develop a wide-ranging skill set. Good knowledge of the geography of the City of Woonsocket is imperative. Candidates shall possess the ability to operate motorized equipment, courage, resourcefulness, thoroughness, carefulness, mechanical aptitude, work under temperature extremes, adverse conditions, tolerate extreme heights and work with the sick and the injured under adverse circumstances.

### **WORK SCHEDULES:**

Firefighters typically work long and varied hours. Typical shifts include: 24 hours on, 24 hours off, 24 hours on, 5 days off. Depending on the situation, some firefighters work for extended periods before having time-off.

### **Recommended Skills:**

- Good communication and team work skills
- Practical skills in operating and maintaining tools
- Mechanical Aptitude
- Decision-making skills
- Physical stamina and a high level of physical fitness
- Ability to respond quickly and remain calm
- A high level of self-discipline
- An ability to follow instructions, orders and regulations
- Ability to show initiative under stressful situations
- Accuracy in writing incident reports

**Termination of Employment:**

1. In the event a candidate voluntarily terminates employment with the City of Woonsocket, the candidate shall reimburse the City of Woonsocket in all costs (as per the scale below) related to their training, including, but in no way limited to, the cost of training academy, books, tuition, uniforms, gear, equipment and any other expenses and costs incurred by the City of Woonsocket in collecting such sums, including attorneys' fees.
  - 100 percent prior to the completion of year one (1)
  - 75 percent prior to the completion of year two (2)
  - 50 percent prior to the completion of year three (3)
  - 25 percent prior to the completion of year four (4)