

**CITY OF FORT WAYNE JOB POSTING****Applicants must meet duties/essential functions and minimum requirements.**

Job Vacancy:	<b>Recruit Firefighter</b>	Department:	Fire
Requisition Number:	2025138		
Hours:	7:00 am to 7:00 am, 24 hour shift	Rate of Pay:	\$65,376.27 Annually
Date Posted Up:	2/17/25	Date Posted Down:	3/31/25
Time Up:	12:00 pm	Time Down:	4:00 pm

**SUMMARY**

Working under the supervision of the Company Officer, or higher ranking Fire personnel, incumbent performs duties to prevent, combat and extinguish fires, protect lives and properties, maintain firefighting equipment, respond to other emergencies, keep equipment and personnel in a state of readiness for such emergencies. The incumbent is expected to exercise good judgment, independence, initiative, and professional expertise in conducting day-to-day operations. All work duties and activities must be performed in accordance with the City safety rules and operating regulations, policies and procedures as well as federal, state, and local regulations.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the ability to interact with the public, City incumbents, and outside agencies with patience, tact, respect, and professionalism and the following. Other duties may be assigned.

- Able to read, write, listen and comprehend instructions, information or reports;
- Effectively communicate by voice or by radio with other Firefighters and other emergency personnel to relay observations, equipment needs and other relevant information;
- Follows orders and directives from supervisors;
- Drives and operates fire apparatus and equipment;
- Responds to alarms by reporting to assigned vehicle, and riding in assigned vehicle to the scene of the emergency or fire;
- Lifts, carries, drags, lays, and connects hose lines from hydrants and equipment to scene; carry EMS equipment, tools, and other equipment from vehicle to scene;
- Raises and climbs ladders; crawls and walks on roofs and floors; creates holes and opens windows with axes, bars, or hooks for access or ventilation;
- Combats fires by holding nozzles and directing streams of fog, chemicals or water, and moving into fire area including into confined spaces and up or down stairs;
- Moves people from danger including carrying unconscious persons;
- Provides emergency medical treatment to injured persons;
- Removes objects from a building, places protective covers over objects, and monitors assigned area for signs of reoccurrence;
- Conducts fire drills, critiques drill participants on emergency procedures, and instructs groups on such procedures;
- Participates in training on firefighting, emergency medical aid, emergency procedures, and related subjects;
- Maintains Department equipment and structures through cleaning walls, floors, fire hose, equipment, etc.;
- Must meet the requirements under NFPA 1500, OSHA 1910.134 and the Fort Wayne Fire Department Respiratory Protection Plan for wearing the Fort Wayne Fire Department approved respirator;

- Maintains personal physical fitness consistent with Department standards;
- Maintains EMS certification within requirements established by the Department;
- Meets all essential job function requirements of National Fire Protection Association Standards 1001 and 1500;
- Meets all State of Indiana Public Employee Retirement Fund Requirements for 1977 Firefighters Pension and Disability;
- Understands and applies concepts identified within the Fort Wayne Fire Department mission statement.

### **MARGINAL FUNCTIONS**

Perform other duties as assigned.

### **PERFORMANCE EXPECTATIONS**

The incumbent is responsible to manage their performance in accordance with this job description and the performance expectations provided to them by management. If at any time the incumbent is unsure of their role or specific responsibilities, it is the incumbent's responsibility to refer to their job description and ask for clarification from their supervisor. Management will work with the incumbent, as needed, to ensure performance expectations are clearly communicated and performance goals are achieved.

### **SUPERVISORY RESPONSIBILITIES**

Incumbent does not directly supervise any personnel.

### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are in addition to the requirements necessary for a firefighter and are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be considered subject to the requirements of the job and the ability of the individual to perform the essential functions.

### **EDUCATION and/or EXPERIENCE**

High school diploma or general education degree (GED)

### **REQUIREMENTS**

- Must be a legal resident of the United States;
- Provide proof of date and place of birth;
- At least 21 years of age, but under 40 years of age;
- No felony convictions;
- Speak English as a primary or secondary language.

### **LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

### **MATHEMATICAL SKILLS**

Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

### **REASONING ABILITY**

The incumbent must possess the ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists consistent with departmental rules and procedures. The incumbent makes choices and takes action on a range of assignments which requires

analysis to determine the appropriate course of action. The candidate must be able to interpret a variety of instructions furnished in written, oral, diagram, or schedule form by command officers and act upon instructions provided in an efficient, safe manner.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

Valid Indiana driver's license;

## **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 a firefighter established by National Fire Protection Association 1500, and the State of Indiana Public Employee Retirement Fund Requirements for 1977 Firefighters Pension and Disability.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand, walk and sit. The employee is occasionally required to climb or balance and stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 200 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception and ability to adjust focus. The employee must be deemed physically able to wear the approved respirator.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of a firefighter established by National Fire Protection Association 1500 and the State of Indiana Public Employee Retirement Fund Requirements for 1977 Firefighters Pension and Disability.

While performing the duties of this job, the employee is frequently exposed to wet and/or humid conditions as well as outside weather conditions. The noise level in the work environment is usually moderate. Due to the nature of the firefighting profession, the potential for severe injury or loss of life are continually present.

Applications may be submitted on-line at [www.cityoffortwayne.org](http://www.cityoffortwayne.org), [www.fortwaynefiredepartment.org](http://www.fortwaynefiredepartment.org) or using the City of Fort Wayne Human Resources Department computer kiosks located at Citizen's Square, 1<sup>st</sup> Floor, 200 E. Berry Street, Fort Wayne IN between the hours of 8:00 a.m. – 4:00 p.m. Applicants must be 21-35 years of age. Reasonable accommodations for person with a known disabling condition will be considered in accordance with State and Federal Law.

## **Equal Opportunity Employer**

All qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, veteran's status, national origin, genetic information or sexual orientation. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.