



JOB POSTING BIG LAKE FIRE DEPARTMENT

Position: Paid On-Call Firefighter

Pay Rate: \$ 12.00 per hour

Contact: Ken Halverson, Fire Chief
(763) 263-3456
biglakefire@biglakefd.org

Application Deadline: **4:00 p.m. on July, 27, 2018**
Applications must be received at Big Lake City Hall located at
160 Lake Street North, Big Lake, MN 55309,
or submitted via email to cwilfahrt@biglakemn.org.

The Big Lake Fire Department is now accepting applications for Paid On-Call Firefighter openings. The department is primarily looking to fill daytime (6am to 6pm) hours.

MINIMUM REQUIREMENTS INCLUDE:

1. High School Diploma or equivalent
2. Obtaining required certification within the first year of employment
3. Must reside within 6 miles from the Big Lake Fire Station

ESSENTIAL JOB FUNCTIONS

- a. Responds to alarms with fire company; enters building with hose and operates nozzles; operates booster lines, hand fire extinguishers and related equipment; raises, lowers and climbs ladders and ventilates burning buildings; removes persons from danger, provides emergency first aid to victims; operates aerial ladder pumper, rescue vehicles and other related equipment.
- b. Participates in regular and special inspections of commercial and public buildings, looking for fire hazards and other related public safety hazards; noting the location of sprinkling systems, ponds, sources of emergency water supply, evacuation routes and general layouts of building; check water supply systems and hydrants for flow and pressure.
- c. Participates in prevention duties as apparent or assigned; conducts or assists in School Fire Prevention Programs; provides training to the community in the elimination of fire safety hazards, evacuation procedures and the use of fire extinguishers.

- d. Participates in Division training to gain and increase knowledge and skill in assigned work area, assists and/or conducts training sessions for part-time firefighters as assigned; and assists in conducting fire drills at school and other public buildings as apparent or directed.
- e. Performs salvage operation at the scene of Fire Division responses which may include the placing of canvas, removal of excess water, shoveling out debris, patching windows and holes and performing other clean-up duties as apparent or directed.
- f. Performs regular and/or special inspections of industrial, commercial, public, multiple dwelling or residential buildings as assigned to enforce all related ordinances, codes and state and federal laws.
- g. Maintains assigned vehicles and equipment which includes refueling, refilling water tanks, recharging air tanks and extinguishers, assists in the movement of vehicles for repair, washing vehicles and related equipment, minor preventative maintenance, grease, oil, filters, fluid levels, etc.; washing, drying and reloading hoses and other work needed to return vehicles and equipment to ready status.
- h. Inspects, maintains and repairs, as necessary, all other fire related equipment, completes required checklists and reports damages and improperly functioning equipment.
- i. Maintains, facilitates and performs housekeeping duties which include building and ground maintenance, sweeping and washing floors and walls, cleaning living areas and performing minor repairs as needed or directed.
- j. Operates communications and related equipment and performs other related duties; keeps required records both manual and automated; and routinely make out reports.
- k. Maintains individual public safety, fire, rescue and medical related skills including physical conditioning, current knowledge or related laws, ordinances and codes; maintains familiarity and proficiency with all Division equipment and maintains medical certification as required.
- l. Keeps Senior Officers advised of fire suppression developments.
- m. Performs all other duties as apparent or assigned.

Applications are available from Big Lake City Hall, 160 Lake St. N., Big Lake, MN 55309 and from the City website at www.biglakemn.org.

Applications are available from Big Lake Town Hall, 21960 CR 5, Big Lake, MN 55309 and from the Township website at www.biglaketownship.com.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

POST DATE: July 10, 2018