

The Polk County Board of County Commissioners

Polk County is strategically located in the center of the Florida peninsula just 25 miles east of Tampa and 35 miles southwest of Orlando. As the geographic center of Florida, it is estimated that more than 7.5 million people reside within a 100 mile radius of Polk County, making it one of the largest concentrations of population in the southeast. In 2007, Polk received the National Civic League's honored designation as an "All America County," recognizing our cooperative and strategic approach to community problem solving. Our progressive communities, ideal location, and rapid growth make Polk an exciting place to live and work.

FIREFIGHTER TRAINEE (Fire Rescue) Bartow, Florida

MAJOR FUNCTION

Responsible technical and skilled work/apprenticeship in the Fire Rescue field, working and studying to complete the required training program(s) and gain practical experience necessary to become a State of Florida certified Firefighter.

ILLUSTRATIVE DUTIES

Provide support and assistance to Fire Rescue personnel and other BoCC personnel as assigned. Employees in this class are also required to learn and participate in the operation of fire fighting equipment and apparatus. Work involves studying, learning, and performing fire fighting and emergency rescue, including the administration of emergency medical treatment, under close supervision. Study and perform conducive safety and comfort manners and methods in the handling and treatment of patients and fire victims. Learn Florida safety requirements and privileges when responding to non-emergency and emergency calls, including both fire and emergency medical calls. Work may involve an element of personal danger and require working on extended shifts. Perform work in accordance with explicit instructions and well defined procedures. Study and perform skills in defensive driving methods. Learn and become familiar with the roadway/highway systems within Polk County.

Learn and perform general maintenance and cleaning work in the upkeep of Fire Rescue equipment, vehicles, furnishings and structures. Assist Fire Rescue personnel with maintaining the fire truck and other Fire Rescue vehicles in an efficient, operational condition, including checking gas, oil, water, belts, and tires.

Participate in specialized training and learn to perform Fire Rescue work, including work which involves an element of personal danger and requires working on extended shifts. Study and practice the principles of fire rescue and emergency medical techniques in a wide variety of emergencies, under close supervision. May perform work assisting Fire Rescue personnel in

enclosed areas and maybe required to wear personal protective equipment. Study and learn how to assist Fire Rescue personnel in responding to alarms of fire and/or medical emergencies in commercial, residential and multiple story structures, and at automobile accident scenes.

Learn to assist Fire Rescue personnel and operate fire rescue apparatus to and from a fire or rescue scene over the optimal route in the safest and most efficient manner in accordance with the Division's policy.

Participates in fire drills and attends training classes in firefighting, emergency medical techniques and related subjects.

Performs related duties as assigned.

Job Requirements

MINIMUM QUALIFICATIONS

Graduate of an accredited high school or possess an acceptable equivalency diploma, and must successfully pass the adult basic education level exam (TABE), certifying minimum 10th grade level reading and math comprehension ability.

Must possess and maintain a valid Florida driver license, and meet the following requirements:

Certifies under oath that he/she is not addicted to alcohol or any controlled substance.

- a. Is at least 18 years of age
- b. Certifies under oath that he/she is free from any physical or mental defect or disease that might impair his/her ability to drive an emergency vehicle and perform his/her duties.
- c. Have not accrued 12 points within 36 months or 18 points within 48 months.
- d. Have not been convicted of alcohol/drug related offenses within 36 months.
- e. Have not been convicted of two (2) alcohol/drug related offenses within 10 years.
- f. Have not had a suspension, revocation, or restriction due to moving violations or alcohol/ drug related problem, including failure to take a breath test within the 36 months prior to application for this position.
- g. Must provide proof of insurance when required to use their personal vehicle as part of their daily job duties.

KNOWLEDGE, ABILITIES AND SKILLS

- Ability to analyze situations quickly and objectively and to determine the proper course of action.
- Ability to react quickly and calmly under emergency conditions.
- Ability to learn and efficiently perform a wide variety of fire fighting and emergency medical care duties, methods and techniques.
- Ability to climb stairs in multiple story buildings carrying heavy tools and equipment.

- Ability to learn and perform physically demanding duties, such as carrying victims and/or heavy equipment. Work may require lifting very heavy weight occasionally, heavy weight frequently and moderate weight constantly.
- Ability to establish and maintain effective working relationships as necessitated by the job.
- Ability to understand and execute complex oral and written instructions quickly.
- Ability to communicate clearly and concisely both orally and in writing.
- Ability to work as a part of a team, supporting and assisting Fire Rescue personnel and other BoCC personnel as instructed.
- Ability to exercise sound, independent judgment as required.
- Ability to cope with stressful situations firmly, courteously and tactfully, and with respect for the rights of others.

SPECIAL REQUIREMENTS

Must be a Polk County resident continuously for the two years prior to application for this position. Must be economically disadvantaged as determined by the Federal HUD guidelines.

Must pass a drug screening test. Must pass a medical screening. Must pass a criminal background check. Shall be fingerprinted and subject to Federal Bureau of Investigations (FBI) Criminal Justice Information Services (CJIS) Security check. Must obtain and maintain FBI CJIS Security Awareness certification through the Florida Department of Law, as a condition of employment.

Must be able to add, subtract, multiply, and divide all units of measure.

Must have a telephone while employed with the Fire Rescue Division, as employee is subject to on-call duty in emergencies.

Upon selection for employment, trainee must:

Sign a statement agreeing to reimburse Polk County Board of County Commissioners proportionately for program training costs, if he/she voluntarily terminates employment within two (2) years after obtaining the minimum standards firefighter and/or emergency medical technician certification.

Successfully complete training to obtain the required State of Florida Firefighter Certification,
And must maintain such certification.

Pass the required physical agility test within one year of employment.

SPECIAL PREFERENCE

- a. Have not had two (2) failures to pay fines within 36 months.
- b. Have not had two (2) seatbelt violations within 36 months.
- c. Have not had three (3) lapses of insurance within 36 months.

d. No serious traffic violations such as leaving the scene or driving on a suspended license within 36 months

For

For information regarding this opportunity and to complete a Polk County Application for Employment, visit the Polk County BoCC website and refer to Job Code 829383.

www.polk-county.net

AN EQUAL OPPORTUNITY EMPLOYER M/F/D/VP