



# TASMANIA FIRE SERVICE

## STATEMENT OF DUTIES

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*Position Title:*

**FIREFIGHTER**

*Division:*

Operations

*Award:*

*Tasmanian Fire Fighting Industry Employees Award*

*Immediate Supervisor:*

Leading Firefighter / Station Officer

*Position Number:*

Various

*Section/Branch:*

South, North and North West

*Classification:*

Firefighter

*Employment Status:*

Permanent Full Time

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### **POSITION OBJECTIVE:**

Gain the necessary knowledge, skills and attributes required for the position of Firefighter.

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### **PRIMARY DUTIES:**

1. Work as a member of a team that responds to emergency incidents.
  2. Acquire and maintain competencies and pursue opportunities for self-development through participation in learning and development activities.
  3. Promote community awareness in fire safety and fire prevention through participation in community education programs and the inspection of property, buildings and emergency response equipment.
  4. Provide basic life support at emergency incidents.
  5. Operate emergency response vehicles and equipment in a safe and effective manner.
  6. Undertake maintenance and testing duties to ensure the readiness of fire service equipment and property.
  7. Assist with the development of pre-incident plans.
  8. Provide accurate information in reports and statistical data, including the use of computer systems as required.
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### **LEVEL OF RESPONSIBILITY:**

Responsible to the immediate supervisor for:

- behaving in a manner consistent with Tasmania Fire Service (TFS) Values;
- the gaining of competencies in emergency response and community fire safety activities to a level required for the position;
- the effective performance of any duties within the employee's level of competence; and
- ensuring all work is undertaken according to safe working practices.

### **Direction/Supervision Received:**

Specific direction and direct supervision is received from the immediate supervisor. The Firefighter is expected to be self-motivated and able to exercise initiative and sound judgement. At all times the Firefighter must work within TFS policies and operational procedures.

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## SELECTION CRITERIA:

1. Demonstrated ability to work effectively as a member of a team in a variety of situations.
2. An ability to undertake manual tasks and to acquire skills, knowledge and competence.
3. Demonstrated effective written and oral communication skills.
4. A demonstrated capacity to use initiative and judgement.
5. A demonstrated capacity to work in a manner that is consistent with the TFS values of service, professionalism, integrity and consideration.
6. Demonstrated ability to work safely and maintain a safe workplace.

## Essential Requirements:

- Meet the medical and fitness requirements of the TFS.
- Meet the Cognitive Ability and Psychological requirements of the TFS.
- Able to work effectively at heights and in confined spaces.
- Hold a current manual driver's licence with no restrictions.

## Pre-Employment Checks

The Head of the State Service has determined that a person nominated for appointment to this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. Any relevant serious criminal offence or repeated serious offences over any period, which are not mitigated by additional information, may provide grounds for declining an application for appointment. Such offences would include, but are not limited to:

- Arson and fire setting;
- Sexual offences;
- Dishonesty (e.g. theft, burglary, breaking and entering, fraud);
- Deception (e.g. obtaining an advantage by deception);
- Making false declarations;
- Violent crimes and crimes against the person;
- Malicious damage and destruction to property
- Trafficking of narcotic substance;
- False alarm raising.

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## WORKING ENVIRONMENT

### Code of Conduct

The State Service Code of Conduct, which is contained in Section 9 of the *State Service Act 2000* (the Act), reinforces and upholds the State Service Principles (s7) by establishing standards of behaviour and conduct that apply to all employees, including the person undertaking these duties, senior officers and Heads of Agency.

### Environment and Conditions

The Department of Police, Fire and Emergency Management (DPFEM) is an agency created under the *State Service Act 2000*. It consists of four operational services: Tasmania Police, Tasmania Fire Service, State Emergency Service and Forensic Science Service Tasmania. The operational services are supported by a range of support functions.

DPFEM strives to provide services that are responsive, socially inclusive and focused on policing, emergency response, community preparedness and emergency management outcomes that contribute to a safe and secure community. The services are delivered by sworn Police Officers, State Service employees (including firefighters and support staff) and volunteers. DPFEM works to make our community safe through the provision of a range of different emergency services, and improve our understanding and respect for our diverse community values and lifestyles.

DPFEM wants a safe workplace where employees work in a manner that reflects the organisational values. The person undertaking these duties is expected to actively participate in developing and maintaining safe work practices and to behave in a manner consistent with the organisational values.

DPFEM is committed to building inclusive workplaces and having a workforce that reflects the diversity of the community we serve. We do this by ensuring that the culture, values and behaviours of DPFEM enable everyone to be respected in the workplace and to have equal access to opportunities and resources. We recognise and respect individual differences as well as people's career path, life experiences and education and we value how these differences can have a positive influence on problem solving, team dynamics and decision making within our organisation.

DPFEM does not tolerate violence, especially violence against women and children.

Employees can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

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**APPROVED**