



JOB PROFILE

Post Title:	Fire Fighter
Portfolio:	Safety, Security and Home Affairs
Responsible to:	Brigade Manager
Responsible for:	None
Grade:	Fire Fighter C

Job Purpose

To protect and save people and property from fire and other hazards, reduce risk and provide humanitarian services in the most competent and effective manner, to the highest possible standard of care and quality.

Main Duties and Responsibilities

1. Carry out directions from the Officer in Charge when at fires, and other emergency incidents.
2. To be competent in the handling and use of all firefighting and emergency equipment with good knowledge of its approved standards and working procedures.
3. To be competent in Fire Prevention and Protection and to participate in educating the Public and Private Sector along with the General Public on Fire Safety issues to include presentations, demonstrations, etc. This also includes raising the profile of the service by providing a Community Service e.g. during Sports Days, Public Holiday events, etc.
4. Give instructions and training in the operation and use of fire alarms, fire extinguishers and evacuation procedures.
5. Prepare appropriate incident reports, inspections and assessments of buildings along with liquor and petroleum licenses as requested.
6. Carry out inspections of and maintenance on fire hydrants and extinguishers as per maintenance programmes. Provide advice to members of the public, SHG Directorates and other organisations as may be necessary.
7. To achieve and maintain a good standard of physical fitness through participation in the Fire Service Physical Training Programme as well as participate in the Fire Department's training programmes for Fire Fighters. To contribute to the Training of Auxiliary Fire fighters.
8. Provide an escort service and fire cover during the transportation of explosives.



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9. Support the island in drought crisis, transporting water to various Island districts for domestic use when the need arises.
10. Ensure service users timely responses to their telephone and email enquiries and processing all associated paperwork in a timely manner.
11. Take responsibility for own development and helps others acquire skills and experience.

Key Responsibilities

1. Responsible for the maintenance and proper use of all Fire and Rescue equipment ensuring it is in a state of readiness at all times. This includes inspecting and testing of such equipment.
2. Respond immediately and safely to all emergency incidents in an efficient and professional manner. These include but are not limited to Fire, Search and Rescue Operations, Road Traffic Collisions, Hazmat - spillages of dangerous substances, cleaning of storm drains, rescuing trapped people and animals, to provide a Rope Rescue Service for Rock Fall and Cliff Rescue Incidents and support Airport Operations.

Special Conditions

- High-risk working conditions (fire, cliffs, unstable structures, hazardous substances, confined spaces etc) within the Fire and Rescue Service.
- On call 24hrs a day for emergencies and required to participate in on call rota.
- Deal with unpleasant situations including recovery of bodies in varying decomposition states.
- Work at heights as training and rescue operations involve abseiling off cliffs/hill sides/buildings structures.
- Endure rigorous training which will include being exposed to extreme heat temperatures and toxic smoke conditions.
- Work in adverse weather conditions, including situations at night where there is poor visibility.
- Deal with awkward/irate/distraught people with a possibility of being exposed to various weapons and physical abuse.



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This job profile is not an exhaustive list of duties and responsibilities. There may be other ad hoc duties that fall within the remit of the role that the job holder may need to complete. In addition, the job holder will be required to carry out any other reasonable duties as requested which are commensurate with the grading and level of responsibility for the role.

Core Competency Framework

Competency	Level
Professional Development: <i>N/A</i>	i
Planning & Delivery of Work: <i>Work is delivered on time, efficiently and to the required quality standards with clarification sought when necessary and relevant parties kept up to date on progress.</i>	ii
Analysis and use of Information: <i>Gathers, summarises and interprets data with attention to detail. Follows guideline for identifying problems and capable of resolving day-to-day problems.</i>	ii
Decision Making: <i>Solves problems that have significant short-term implications for the directorate and assesses the impact of decisions made. Decisions are formed based on trends, patterns and causes rather than just symptoms and is evidence based and made in compliance with policy guidelines.</i>	iii
Working with Others: <i>Engages effectively with senior managers and other stakeholders using a range of communication mechanism, and shares and implements good practice with all.</i>	iii
Communication: <i>Ensure important messages are understood and written communications are well structured and have clear meaning. Presents information that have a positive impact on others and engages with them to understand their needs</i>	iii
Influencing and Persuading: <i>Team player, receptive to constructive feedback and seeks clarification when necessary. Confident in expressing difference of opinion in a constructive manner.</i>	ii
Dealing with Change: <i>Flexible and adaptable to change.</i>	i



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Continuous Improvement: <i>Willing to learn and develop in job role.</i>	i
Managing Resources: <i>Works within appropriate guidelines and capable of dealing with varied situations with limited guidance.</i>	ii



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Criteria	Essential / Desirable	Application Form	Selection Process
Qualifications:			
GCSE Maths and English at Grade C or above or equivalent.	E	√	
Basic Fire Fighter Recruit Course or equivalent.	E	√	
Valid and clean driving licence in Classes A, B, C, D & J4.	E	√	
Emergency First Aid Response.	D	√	
Knowledge & Experience:			
At least two years operational experience in firefighting and sea rescue techniques and the proper use of relevant equipment.	E	√	√
Highly self-motivated.	E		√
Effective team player.	E		√
Ability to apply objective judgement when making 'on the spot' decisions to deal effectively with operational situations.	E		√
Response to change.	E		√
Innovative and creative when participating in promotional activities and training.	E		√
Physically fit and the ability to work at heights and confined spaces.	E		√
Must be vigilant ensuring personal safety and that of others.	E		√
Must be of good character.	E	√	√
Attentive to detail.	E		√



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Skills and Abilities:			
Basic Statistical Analysis.	E	√	√
Basic Analysis of Information.	E		√
Good IT Skills in Microsoft Word, Excel and PowerPoint.	E	√	√
Good written and verbal communication and interpersonal skills to communicate with all types of people.	E		√
Ability to prepare and present information accurately and in a clear and concise manner and to provide credible advice and guidance.	E		√
Ability to engage with and form relationships with people of all ages in difficult and sensitive situations.	E		√
Ability to remain calm under extreme physical and mental pressure.	E		√
Excellent Customer Service Skills.	E		√
Other:			
Willingness to work flexibly.	E		√
Committed to safeguarding and promoting the welfare of children, young people and vulnerable adults	E		√
Contribute to a positive working environment ensuring commitment to equality and diversity	E		√

Our Values

FAIRNESS

We act as role models and have fair and consistent standards. We champion equality, inclusion and respect.

INTEGRITY

We communicate openly and we are honest, accountable and ethical.

TEAMWORK

We work together and we support each other.

Professional or Career Progression Cadre Competency Framework



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ANNEX 1

Operationally Competent - Firefighter

Fire Fighters operating at operational competent level require a framework for achieving competence for their operational duties; this will ensure that they can use their skills, knowledge and understanding safely and effectively in an operational environment.

The St Helena Fire & Rescue Service has a duty to ensure that Operational Crews have the necessary skills, knowledge and understanding in order to fulfil the vast array of operational demands placed upon them, and to develop a safe and competent operational workforce.

Operational competence is made up of a number of components; as well as skills, knowledge and understanding, an individual's personal qualities and attributes are also important. Every firefighter will need to demonstrate all of these to be effective and competent in their role.

An individual firefighter is operationally competent only when they have been assessed and have shown that they can demonstrate the required knowledge, skills and understanding as determined by the learning outcomes and assessment criteria linked to the St Helena Fire & Rescue Training Manual.

The main aspects of Operational Competence are:

Technical Skills required to perform their duties on the incident ground

<p>Fire combustion and Extinguishers</p> <ol style="list-style-type: none"> 1. Define combustion 2. 3 factors that must exist for combustion to occur 3. 3 ways heat may be transmitted 4. 3 principles of extinction 5. 4 main categories of fire 6. 5 categories of fire extinguisher 7. 4 disadvantages of a Dry powder extinguisher <p>Hydrants & water supplies</p> <ol style="list-style-type: none"> 1. Why use water to extinguish fire 2. 2 main sources that water is obtained 3. 3 items in hydrant small gear 4. label hydrant plates 5. Good operation of hydrants <p>Pumps & Primers</p> <ol style="list-style-type: none"> 1. Define a pump 2. 3 types of pumps 3. Characteristics of a centrifugal pump 4. 3 safety requirements of pump operations 5. 3 types of gauges 	<p>Ropes & Lines</p> <ol style="list-style-type: none"> 1. Two types of G.P lines 2. Three types of mechanical deterioration in lines 3. Four methods of chemical deterioration 4. Practical Fireman ship <p>Hydraulics</p> <ol style="list-style-type: none"> 1. Four factors that govern frictional loss in hose 2. Pressure loss due to friction of 70 & 45mm hose 3. Pressure loss due to friction for each meter rise 4. How to calculate pressure & head using formula <p>Damage Control</p> <ol style="list-style-type: none"> 1. Where the requirement to undertake damage control is given 2. Ways in which damage can be cause by a fire other than by direct burning 3. Aim of damage control
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<ol style="list-style-type: none">6. Points to note when working from hydrant7. 4 reasons for failure of water from hydrant8. 4 reasons for increase in delivery pressure working from hydrant <p>Hose & Hose fittings</p> <ol style="list-style-type: none">1. 2 types of fire service hose2. 4 methods of making up hose3. Preventing damage to hose4. 3 types of interlocking coupling5. 2 sections of an instantaneous coupling6. Defective hose make up <p>Ladders</p> <ol style="list-style-type: none">1. Ten terms relation to F S ladders2. 7 points to ladder safety3. Principle parts of a ladder4. 2 types of ladders in F.S use5. 4 types of extension ladders6. 9 uses of a ladder <p>Standard Messages</p> <ol style="list-style-type: none">1. Phonetic pronunciation for numbers & letters <p>Formulate and transmit an "Incident Emergency" message</p> <p>Water Relay</p> <ol style="list-style-type: none">1. 2 ways of overcoming insufficient water supply2. Defining difference between water carrying & relaying3. Optimum pressure for a pump in a water relay4. 4 factors that govern the distance between pumps5. Optimum and maximum number of lengths of hose between pumps for a twinned 70mm hose line	<p>Breathing Apparatus</p> <ol style="list-style-type: none">1. Cylinder/Compressor training2. Set construction, fault finding and reporting, standard test3. Fresh air wear and walk4. Knowledge of technical bulletin 1/975. Personal Protection theory & practical6. Heat and humidity, and hydration7. Search procedures and personal lines8. Hose handling9. Casualty handling10. Search and locate <p>Road traffic Collisions</p> <ol style="list-style-type: none">1. PPE to be worn at incidents2. 3 headings stabilisation can be grouped3. 'Team Approach'4. Describe 'Safe Side' and 'Safe Person Concept'5. The 'Golden Hour' & 'The Platinum Ten'6. 7 task during Team Approach7. Extra items of PPE when using Hydraulic Rescue Equip8. What Fire Fighting equipment need to be laid out at RTC <p>Foam</p> <ol style="list-style-type: none">1. 2 methods of classifying foam2. 3 methods of classifying foam by expansion3. 5 main contributory factors in which foam extinguishers fire4. 6 hazards of high expansion foam for fire fighters <p>Building Studies</p> <ol style="list-style-type: none">1. Element of structure2. Define the elements of structure3. Function of the elements of structure4. Three types of load placed on elements of structure5. Four factors that stability of wall depend on6. 6 reasons for collapse of walls involved in fire7. 4 factors which affect the behaviour of a timber floor involved in fire
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Working with others

- To be able to problem solve and deal with change in an organised, and safe and systematic way.



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Fully Competent - Firefighter

In addition to all points above, Fire Fighters operating at fully competent level are expected to be able to achieve knowledge, skills and understanding in the following:

<p>Haz Mat</p> <ol style="list-style-type: none">1. PPE to be worn at chemical incident2. PPE when handling casualties3. PPE when handling fatalities4. Feeling unwell the day after being exposed to toxic hazard5. 2 systems for gathering information at transport incidents6. Recognise 9 classes of dangerous goods under the UN Classification of Dangerous goods 19837. List the 5 pieces of info on the UKTHIS panel8. Define BLEVE9. When can a BLEVE occur10. State characteristics of acetylene11. How acetylene cylinders are identified State FF actions for incidents involving cylinders <p>Haz Mat Explosives</p> <ol style="list-style-type: none">1. State the methods for fighting fires in explosives <p>Electrical / Gas Supply</p> <ol style="list-style-type: none">1. Procedure for isolating an internal electrical supply2. State the restriction applied to incidents involving electrical distribution equipment to prevent electric shock to personnel3. Minimum safe distance maintained from electrical distribution equipment4. Operating limitations of the electrical PPE provided on appliances5. Procedure for isolating an internal gas supply6. Actions to be taken when a gas supply is alight <p>Breathing Apparatus</p> <ol style="list-style-type: none">1. Search & Rescue2. Confined space3. S&R and firefighting with hosereels4. Fire development -Flashover and Backdraught and Gas Cooling techniques5. Use of Guidelines6. Hazmats & protective clothing7. Top entry through fire8. Door opening procedures	<p>Haz Mat Radiation</p> <ol style="list-style-type: none">1. State Three types of radiation2. State Travel distance for each type3. State the four features of radiation4. Two types of source that radiation may originate from5. Three rules for protection against internal radiation6. Three rules for protection against external radiation7. Where biohazards are likely to be encountered8. PPE required for an incident involving biohazards9. Action to be taken for casualties suspected of biohazard contamination <p>Haz Mat Chemicals</p> <ol style="list-style-type: none">1. State main areas of concern in incidents involving chemicals2. Information which must be considered which falls under a number of headings.3. Dealing with those headings.4. State the standard Wet decontamination Procedure <p>Automatic fire Detection</p> <ol style="list-style-type: none">1. Three types of detectors2. Important stages in fire development3. How to identify which detector/call point has actuated4. Two categories of fixed installation5. Three types of water fixed installation6. Two types of rising mains7. The two main types of sprinkler installation <p>Fire in Buildings</p> <ol style="list-style-type: none">1. Describe the structural features to aid access for firefighting2. Describe recognised methods for gaining entry to buildings3. Hazards and risks associated with chimney, roof and basement fires4. Describe hazards and risks relating to damage utilities5. Define the term 'Mushrooming'6. State the information obtained at a fire before water is applied, and why it is important to get this information before applying the water.7. Be able to list four pieces of information which can be noted on arrival which could help investigations8. State the action require if a body is found in which it is obvious life is extinct9. State what procedure should be used to move a body
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9. BA set removal 10. BA Entry Command & Control	if necessary 10. State the aim of fire investigation
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Decision Making

- Can apply learning and adapt quickly, for example, to new equipment, operational conditions and work environments
- Can deal with and solve common problems, adapting and drawing upon previous experiences and have the resourcefulness to work out answers to more complex problems
- Can deal with the pressures and challenges of the actual working environment whilst maintaining performance consistent to agreed standards
- Can undertake a sufficient and suitable dynamic risk assessment

Communication & Reports

- To give instruction and training in the operation and use of fire alarms, fire extinguishers and evacuation procedures
- To prepare incident reports, inspections and assessments of buildings submitting associated recommendation reports

Database and Statistics

- Maintain electronic database of extinguisher and hydrant maintenance
- Provide statistics to Statistics Office and other Government Departments as required on fire service operations

Leadership

- To operate independently and assume leadership on day to day activities and as sector leader at operational incidents.

Skills qualifying for incremental rise

Firefighters may qualify for incremental pay rise where they can demonstrate skills and achieve qualification in, although not limited to:

- Airport Firefighting
- BA Recovery & Maintenance
- Rope Rescue Level one and two
- Safe Work at Height
- USAR
- Community Fire Safety