



# Kewaunee Fire Department

320 Harrison Street, Kewaunee WI, 54216 (Station 1)  
401 Fifth Street, Kewaunee WI, 54216 (Station 2)  
[www.cityofkewaunee.org](http://www.cityofkewaunee.org)

920-388-5006



## Position Description **FIREFIGHTER**

### **Duties and Responsibilities:**

- Responds to emergency incident calls in a safe manner as described in department By-Laws and Standard Operating Guidelines (SOG's).
- Be safety-focused at all department activities.
- Actively attend and participate in scheduled practices/trainings and department meetings, including company assignments, such as assigned truck inspections and organized department events. (Firefighters missing three (3) meetings or practices within one year, without a valid excuse, shall have their attendance reviewed for maintaining department membership.)
- Properly wear full personal protective equipment (PPE) when required at all emergency incident calls and department practices/trainings.
- Perform fire suppression and other hazardous operation duties in accordance with department SOG's to ensure life safety and property preservation. (Operations performed are limited to the firefighter's level of training)
- Return to the fire station after each incident and assist in preparing apparatus and equipment to ensure it ready for service.
- Set a positive example, and assist in maintaining a positive team environment in all aspects of the Kewaunee Fire Department.
- Must possess a valid driver's license.
- Perform other duties as assigned

### **Skills and Knowledge Required:**

- Good communication skills and the ability to work in a team environment.
- Be physically able to performed the above functions, including working in hazardous conditions and environments with a danger to life and health.
- As of December 7, 2020, all new firefighters will be required to successfully obtain Firefighter 1 State Certification within 1 year, dependent on class availability.

The certification process requires successful completion of Firefighter Part A, B, and C, Hazardous Materials Operations, and NIMS/ICS 100, 200 & 700 provided by an accredited technical college. Certification consists of both practical and written exams.

I hereby agree to fulfill the duties and responsibilities as outlined above. In the event I fail to do so, I understand my performance may be reviewed, with possible termination of my position with the Kewaunee Fire Department.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_