

**BEDFORDSHIRE FIRE & RESCUE SERVICE****JOB DESCRIPTION (Uniformed Posts)**

<b>POST TITLE</b> Firefighter (Wholetime Duty System)	<b>POST NO</b> Various
<b>SECTION / AREA / LOCATION</b> Operations / Borough Command / Bedford, Kempston, Dunstable, Luton, Stopsley, or Leighton Buzzard	<b>ROLE and JOB SIZE:</b> Firefighter
<b>RESPONSIBLE TO:</b> Watch Commander, Crew Commanders	<b>RESPONSIBLE FOR:</b> None.
<b>OVERALL PURPOSE OF THE JOB</b> As a member of a Watch/Section, to assist in maintaining the operational readiness of station resources, to respond to operational incidents as required and to undertake community safety activities in order to contribute to the delivery of protection, prevention and emergency response services to the community so as to save and protect life, property and the environment.	

<b>Key Accountabilities</b>	<b>Role Map Unit</b>
1. To respond immediately and safely to all operational incidents as required, undertaking firefighting, rescue and other actions in order to save and protect life, property and the environment, providing support and minimising distress to those affected, and contributing to the resolution of the incident.	FF3 FF4 FF5
2. To undertake the inspection of operational risk premises and sites in the station area, ensuring information and plans are disseminated to all relevant people in accordance with Service policies and procedures.	FF6
3. To participate in Community Safety initiatives, providing information, education and advice to promote understanding of safety matters so as to reduce risk in line with identified needs and foster positive relations with the local community in support of service objectives.	FF1
4. To undertake fire safety inspections of premises, completing reports and taking action as required so as to reduce risk and ensure compliance with legislative requirements.	FF8
5. To undertake the routine testing and maintenance of station operational appliances, equipment and other resources and personal protective equipment in order to ensure its operational readiness.	FF6
6. To participate in a structured programme of training and development and to undertake self-development activities in order to achieve and maintain competence against National Occupational Standards for that role and in line with Service objectives.	FF2
7. To assist in the training and development of colleagues, as required, communicating own skills and knowledge and through demonstration and instruction.	FF7

8. To take personal responsibility for own performance, ensuring personal appearance, conduct and levels of fitness are maintained in line with Service standards.	FF2
9. To undertake driving of Fire and Rescue Service vehicles including their operation and deployment at incidents commensurate with the level of training received.	FF9
10. To actively promote and demonstrate personal commitment in respect of the Service's values and policies concerning quality of service and customer care, equality, diversity, and health, safety and welfare.	Integral to all Units

**NOTES:**

1. The contents of this Job Description will be subject to regular review and amendment over time to ensure they continue to accurately describe the job requirements. Whilst the Job Description details key accountabilities of the post it is not intended to be a comprehensive account of all duties that the post holder may be required to perform. Other duties that reasonably correspond to the general character of the post and are within the applicable national role map and job size determination may be required. In line with national conditions, the Service may require staff to perform any reasonable activity within their role map. The national role map applicable to this post is attached to this Job Description.
2. The post holder is required to comply with relevant legislation and policies and procedures of Bedfordshire Fire and Rescue Authority in the performance of his/her duties. Examples include acting in compliance with the provisions of equal opportunities, data protection and health and safety legislation, policies and procedures so far as they relate to the post and the post holder.
3. In line with national conditions, initial appointment to any uniformed role is made 'under development' and confirmation in role is dependent upon successful completion of the development programme and attainment of competence in the role within acceptable timescales.
4. It may on occasions, be necessary to appoint to uniformed posts on a temporary basis, personnel who have not demonstrated, through successful completion of the relevant ADC/In-band Interview process, that they have the required potential for the role in question. On such occasions, it will be necessary to restrict the number and/or extent of the accountabilities and activities undertaken by the temporary post holder. Whilst training, development and appropriate access to assessment of competence will be provided in respect of the restricted performance, such temporary post holders will not be entitled to access the full development programme leading to full attainment of competence in the role. The nature and extent of the restrictions on accountabilities, activities, training, development and assessment will be agreed by the Line Manager, a Human Resources representative and the Head of Training & Development in discussion with the temporary post holder, at the time of appointment.

**NATIONAL ROLE MAP: FIREFIGHTER**

Unit titles
FF1 – Inform and educate your community to improve awareness of fire and rescue safety matters
FF2 – Take responsibility for effective performance in fire and rescue
FF3 – Save and preserve endangered life
FF4 - Resolve fire and rescue operational incidents
FF5 - Protect the environment from the effects of hazardous materials
FF6 – Support effectiveness of operational response
FF7 – Support the development of colleagues in fire and rescue
FF8 – Contribute to fire safety solutions to minimise risks to your community
FF9 – Drive, manoeuvre and re-deploy fire and rescue vehicles

### PERSONNEL SPECIFICATION (UNIFORMED POSTS)

Listed below are the qualifications, experience and personal qualities and attributes necessary for appointment to the post. These are the criteria against which suitability for appointment to the post will be assessed. Personal records will be checked to confirm details supplied by applicants.

Requirements	Essential or Desirable	Identified By
<b><u>Qualifications and Experience: Role-Related</u></b>		
Full Driving Licence with no pending issues (must be held prior to the pre-employment checks).	Essential	Application Form, Production of Driving Licence
To hold 3 GCSE's at grade C or above in Maths, English, and one other subject (or equivalent)	Essential	Application Form, Production of Certificates
Experience of undertaking tasks of a practical nature	Desirable	Application Form, Interview
Experience of working in a team environment	Desirable	Application Form, Interview
Experience of working with a diverse range of people	Desirable	Interview
<b><u>Physical Attributes</u></b>		
At least 18 years of age (at the point of employment)	Essential	Application Form
Good Eyesight and colour vision, in line with entry standards (with artificial aids, where applicable)	Essential	Medical
Good hearing in line with functional standards (with artificial aids, where applicable)	Essential	Medical
Ability to work comfortably at heights	Essential	Practical Tests
Ability to work comfortably in confined spaces	Essential	Practical Tests
Ability to swim and rescue yourself from calm water (class 1 conditions)	Essential	Practical Tests
Physically fit with good aerobic capacity	Essential	Medical and Practical Tests
To live either within the Bedfordshire county border or within 10 miles of the boundary of the county of Bedfordshire	Essential	Application Form
Ability to converse at ease with members of the public and provide advice in accurate spoken English	Essential	Interview
Ability to converse with members of the community in languages other than English (Including British Sign Language)	Desirable	Interview

Requirements	Essential or Desirable	Identified By
<b><u>Personal Qualities &amp; Attributes</u></b>		
Awareness of the role of a Firefighter	Essential	Interview
Awareness of the role of the Fire and Rescue Service	Essential	Interview
Able to work rostered shifts including weekends and public holidays	Essential	Interview
<b><u>Personal Qualities &amp; Attributes: Role-Related</u></b>		
<b>Diversity</b> Understands and respects diversity and adopts a fair and ethical approach to others	Essential	Written Test, Interview and References
<b>Openness to Change</b> Is open to change and actively seeks to support it	Essential	Written Test, Interview and References
<b>Confidence and Resilience</b> Maintains a confident and resilient attitude in highly challenging situations	Essential	Written Test, Interview, References and Job Related Tests
<b>Working with Others</b> Works effectively with others both within the Fire and Rescue Service and in the community	Essential	Written Test, Interview and References
<b>Effective Communication</b> Communicates effectively both orally and in writing	Essential	Written Test, Interview and References
<b>Commitment to Development</b> Committed and able to develop self and others	Essential	Written Test, Interview and References
<b>Problem Solving</b> Understands, recalls, applies and adapts relevant information in an organised, safe and systematic way	Essential	Written Test, Interview, References and Job Related Tests
<b>Situational Awareness</b> Maintains an active awareness of the environment to promote safe and effective working	Essential	Written Test, Interview, References and Job Related Tests
<b>Commitment to Excellence</b> Adopts a conscientious and proactive approach to work to achieve and maintain excellent standards	Essential	Written Test, Interview and References

	Signature	Name / Designation	Date
<b>Produced By (Line Manager)</b>			
<b>Checked By (Human Resources)</b>			
<b>Checked by (Training &amp; Development)</b>			