

**BEDFORDSHIRE FIRE AND RESCUE SERVICE  
JOB DESCRIPTION**

**Job title:** Firefighter (Wholetime Duty System)

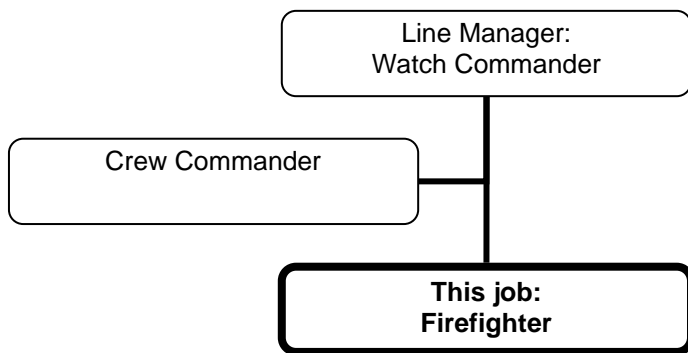
**Group:** Response - Bedford, Kempston, Dunstable, Luton, Stopsley, or Leighton Buzzard

**Job purpose:** As a member of a Watch/Section, to assist in maintaining the operational readiness of station resources, to respond to emergency 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.

**Responsible to:** Watch Commander, Crew Commanders

**Responsible for:** None

**ORGANISATION CHART**



MAIN DUTIES AND RESPONSIBILITIES	ROLE MAP
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 FF8

3. To participate in prevention 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 FF6 FF8
4. To undertake fire safety inspections of premises, completing reports and acting as required so as to reduce risk and ensure compliance with legislative requirements.	FF1 FF8
5. To protect the environment from the effects of hazardous materials and support people involved. This could include the use of appropriate PPE and decontamination methods.	FF5
6. 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
7. To participate in a structured programme of training and development and to undertake self-development activities in order to achieve and maintain competence against the Operational Firefighter Apprentice Standard technical knowledge, skills and behaviours and in line with Service objectives.	FF2
8. To assist in the training and development of colleagues, as required, communicating own skills and knowledge and through demonstration and instruction.	FF7
9. To take personal responsibility for own performance, ensuring personal appearance, conduct and levels of fitness are maintained in line with Service standards. To also be responsible for the maintenance of all appropriate records both physical and electronic.	FF2
10. To carry out roles and responsibilities within the incident command system, alongside other agencies during fire and operational incidents commensurate with the level of training received.	FF4
11. To undertake driving of Fire and Rescue Service vehicles including their operation and deployment at incidents commensurate with the level of training received.	FF9
12. 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.	All Units

- 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. In line with national conditions, the Service may require staff to perform any reasonable activity and other duties that reasonably correspond to the general character of the post may be required.
- 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.
- 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 apprenticeship; development programme and attainment of competence in the role within acceptable timescales.
- The post holder is required to adhere to the Services values and demonstrate this through the Competency Framework (incorporating the NFCC Leadership Framework).
- The post holder is required to adhere to the Core Code of Ethics for Fire and Rescue Services.

## **DIMENSIONS**

### **Financial management:**

- Not applicable.

### **Physical resources:**

- Not applicable.

### **Other:**

- Not applicable.

## **CONTEXT**

The post holder will deal with fires in all types of premises and attend a variety of specialist incidents. These can include Road Traffic Collisions, Chemical Emergencies, Flooding, Water Rescue and Animal Rescue.

The post holder will be proactive in Community Safety, delivering education and undertaking preventative activities within the communities they serve by undertaking inspections of local businesses and other premises such as hospitals and airports in order to gather risk information. They will carry out fire safety inspections on local businesses providing advice on how to make their premises safe for their workers and occupants.

The post holder will be required to work as part of a multi-agency team when required, minimising distress and suffering, including giving first aid where first on scene at incidents and providing advice and support to the public following an incident.

The post holder will educate people to be safer in their homes, places of work, on the roads and during their leisure activities, preventing fires and emergencies before they happen and to make sure people understand the risks of fire and other causes of harm to do what they can do to protect themselves.

The postholder will maintain a range of ICT and mobile communication-based systems to record and monitor their day to day activities and will be required to keep accurate records.

**Physical effort:**

The post holder must be able to carry out physically demanding work; at height, in enclosed spaces, and outdoors - working in all weather and environmental conditions.

**Working environment:**

Firefighters are required to work a flexible shift pattern, working days, nights and/or weekends on the basis of 24 hours on duty and 72 hours off duty.

The post holder must be prepared and ready to respond at all times when on duty, to resolve incidents quickly, calmly and safely. The postholder will work across all areas of Bedfordshire, and neighbouring counties, where members of the public and partners require our outstanding Fire and Rescue Services. They may also participate in fire risk assessments and audits in businesses and homes, fitting detection and suppression equipment if necessary. The working day will include training (theoretical and/or practical) along with testing and maintaining equipment to ensure operational preparedness.

---

**BEDFORDSHIRE FIRE AND RESCUE SERVICE  
PERSON SPECIFICATION (UNIFORMED POST)**


Listed below are the skills, knowledge, experience and qualifications considered necessary to carry out the duties of the post as shown in the job description.

Requirements	Essential or Desirable	Identified By
<b><u>Qualifications and Experience: Role-Related</u></b>		
Full Driving Licence with no pending issues	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
ICT literacy/qualification or equivalent experience	Essential	Application Form
Experience of undertaking tasks of a practical nature	Desirable	Application Form, Interview
Experience of working in a team environment	Desirable	Application Form, Interview

<b><u>Physical Attributes</u></b>		
At least 18 years of age on entry	Essential	Application Form
Ability to converse at ease with members of the public and provide advice in accurate spoken English	Essential	Interview
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

<b>Requirements</b>	<b>Essential or Desirable</b>	<b>Identified By</b>
<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

<p><b><u>Personal Qualities &amp; Attributes: Role-Related Core Code of Ethics for FRS, NFCC Leadership Framework - Leading Yourself and BFRS Values</u></b></p> <p><b>Putting our communities first (Service Delivery, Organisational Effectiveness, BFRS Value – we’ve got your back)</b> Puts the interest of the public, the community and service users first. Striving to keep us all safe, while being supportive and inclusive.</p> <p><b>Integrity (Personal Impact, Outstanding Leadership)</b> Acts with integrity including being open, honest and consistent if everything you do</p> <p><b>Dignity and respect (Personal Impact, Outstanding Leadership)</b> Treat people with dignity and respect, making decisions objectively based on evidence without discrimination or bias</p> <p><b>Leadership (Personal Impact, Outstanding Leadership, BFRS Value – we are accountable, we dare to be different)</b> Positive role model, always demonstrating flexible and resilient leadership. Transparent, trustworthy, and responsible for own actions.</p> <p><b>Equality, diversity and inclusion (EDI) (Personal Impact, Outstanding Leadership, Service Delivery, Organisational Effectiveness, BFRS value- every contact counts)</b>  Continually recognise and promote the value of EDI, both within FRS and the wider community in which we serve. Making a positive difference every time, with respect and professionalism</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>	<p>Written Test, Interview</p> <p>Written Test, Interview</p> <p>Written Test, Interview</p> <p>Written Test, Interview</p> <p>Written Test, Interview</p>
--	--	--

		Signature	Name / Designation	Date
Produced By (Line Manager)			Jason Tai	21/07/2021
Checked By (Human Resources)		<i>Karen Heard</i>	Karen Heard. Resourcing Manager	22/07/2021
Checked by (Training & Development)		<i>Alison Kibblewhite</i>	Alison Kibblewhite. Assistant Chief Fire Officer	20/07/2021

