

RED OAK FIRE RESCUE CAREER DEVELOPMENT PROGRAM



Driver Engineer Development Training Guide

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Training Guide

Job Summary

Receives general supervision from a Fire Captain. May exercise functional and technical supervision over lower level staff. A Driver/Engineer responds to fire alarms, medical emergencies, and other emergency calls by operating assigned firefighting and medical emergency apparatus to protect life and property; to operate and maintain a variety of fire and rescue apparatus and firefighting equipment; to participate in firefighting activities, emergency medical services, hazardous materials incidents, fire prevention and training activities.

Essential Duties and Responsibilities

Essential duties may include, but are not limited to the following:

1. Knowledge of response district, streets, block numbers, hydrant, FDC and Knox box locations.
2. Operate the fire apparatus; clean and maintain apparatus and equipment and perform general custodial duties.
3. Drive assigned apparatus to and from location of fire or emergencies.
4. Respond to fire alarms; lay and connect hose; maintain pumping apparatus; hold nozzles and direct water streams; raise and climb ladders; assist with all aspects of firefighting activities as necessary.
5. Operate numerous types of fire suppression, rescue, salvage and emergency medical equipment.
6. Provide emergency medical care at medical emergencies, motor vehicle accidents and other emergency situations involving threat to human life.
7. Assist in inspecting buildings and property for fire hazards, efficiency of fire protective equipment, adequacy of fire exits and general compliance with fire prevention and hazardous materials laws and standards.
8. Assist with classes and public education on fire prevention methods; conduct fire prevention and first aid trainings for classes for schools, churches, civic groups and general public.
9. Assist in maintaining assigned fire station during shift; participate in cooking and cleaning activities; oversee the completion of minor building repairs and maintenance as necessary.
10. Assist in the investigation of fire scenes to determine causes; prepare inspection reports and assist in the preparation of investigative reports as directed by the Fire Marshal.
11. Participate in fire drills; attend training sessions that include firefighting techniques, emergency medical care and the proper use of all equipment and related tools.
12. Perform related duties as assigned.

HIPAA COMPLIANCE NOTICE

All employees who have access to health information whose confidentiality is protected by the HIPAA Privacy Rule must have an understanding and knowledge of the Privacy Rule that corresponds to their job responsibilities and of the Fire Department's policies and procedures that impact their job duties. Employees who violate the requirements of the HIPAA Privacy Rule will be subject to discipline up to and including termination.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

1. Principles of mechanics and hydraulics as related to operating fire equipment and apparatus.
2. Agency rules and regulations
3. Local geography, including the location of streets, water mains and hydrants, and the major fire hazards of the City.
 4. Advanced First Aid, CPR and other medical assistance techniques.
 5. Principles, practices and procedures of hazardous materials handling.

Ability to:

1. Analyze fire and emergency situations and adopt effective courses of action.
2. Effectively and safely drive, operate, and maintain the full range of fire apparatus and equipment used by the Department.
3. Make reasonable and sound decisions under adverse conditions.
4. Effectively deal with people under stress.
5. Understand and act in accordance with departmental policies, rules and instructions in the field of firefighting.
6. Meet the physical requirements necessary to safely and effectively perform the assigned duties.
7. Think and act quickly and effectively in emergencies.
8. Maintain effective audiovisual discrimination and perception needed for:
 - Making observations
 - Communicating with others
 - Reading and writing
 - Operating assigned equipment
 - Operating a motor vehicle
9. Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:
 - Running, walking, crouching or crawling during emergency operations
 - Climbing stairs/ladders
 - Transporting equipment and injured/deceased persons
 - Walking, standing or sitting for extended periods of time
 - Lifting, dragging, carrying, cleaning, pulling or pushing heavy equipment
 - Performing life-saving and rescue procedures
 - Operating assigned equipment
 - Performance of routing functions of a calculator and personal computer
10. Effectively deal with personal danger which may include exposure to:
 - Hazards of emergency driving
 - Natural and man-made disasters

- Hazards associated with high temperature caused by fires and extreme cold
- Dangers of working at extreme heights
- Hazards associated with extreme and constant noise
- Dangers associated with mechanical, electrical or chemical fires
- Hazardous materials, explosives, radiation, toxic waste and toxic gases

11. Communicate clearly and concisely, both orally and in writing.

12. Ability to adhere to principles and traits as listed below:

- Honesty – Don’t lie, cheat, or steal.
- Trust – Trust in people and have faith in principles.
- Pride and Ownership – be proud of what we are doing. Be responsible for self and for others.
- Fun – be creative. Don’t be afraid to laugh and try new things.
- Compassion – care for others as if a member of one’s family.
- Teamwork – create and maintain a positive work environment.
- Initiative – look for solutions. Take positive action.
- Humbleness – let our actions be louder than our words. Remember why we are here.
- Strong work ethic – Hold self and others to a higher standard.
- Respect – seek an understanding of others and reserve judgment

EDUCATION, EXPERIENCE AND CERTIFICATION

Education

- High School Diploma or equivalent to the completion of twelfth grade supplemented by specialized training in fire science.
- Fifteen college semester hours and or completion of 48 NFA hours.

Certification

Texas Commission on Fire Protection

- Basic Structure Fire Protection
- Driver/Operator
- Possession of or be able to obtain within 1 year, Instructor I, Fire Officer I, Incident Safety Officer within 1 year.

Texas Department of State Health Services - Emergency Medical Technician-Basic from DSHS or Licensure by the State of Texas

Texas Department of Public Safety - Valid Class B Driver License with an insurable driving record

Experience

Two years in rank as a Firefighter in the City of Red Oak

Citizenship

Must be a Citizen of the United States

Age

Must be 21 years of age or older

Physical Demands

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, pulling, lifting, talking, hearing, and perform repetitive motions. Must be able to perform medium work exerting up to (80) eighty pounds of force occasionally, (40) forty pounds frequently, and (25) twenty five pounds of force constantly. Must possess the visual acuity to perform accounting, computer work, and extensive reading in addition to operating vehicles and equipment. Subject to hazards associated with firefighting including working in both inside and outside environments, including all types of weather conditions, and exposure to smoke and high heat. Work may be in high areas or in close quarters. Possible exposure to electrical current, chemicals, and blood-borne pathogens.

CRIMINAL HISTORY AND MOTOR VEHICLE REVIEW REQUIREMENTS

Comprehensive background investigations are conducted to establish evidence of good moral character, well-adjusted personality and a pattern of conduct and behaviors acceptable to Red Oak Fire Rescue.

Specifically:

- Must not have charges pending, have admitted guilt or been found guilty, including Deferred Adjudication, of committing a Felony or Class A Misdemeanor
- Must not have any Class B Misdemeanor convictions within the last seven years - This includes DWIs, DUIs and DUIDs
- Must not have any convictions for family violence offenses
- Must have a good driving record – disqualifiers include:
 - Three or more moving violation convictions in two years
 - Two or more at fault motor vehicle accidents in a three year period

MEDICAL AND PHYSICAL REQUIREMENTS

To be eligible for employment as a Driver/Engineer, you must meet the medical requirements of the current edition of NFPA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments.

Career Development Firefighter to Driver Performance Objectives

Name: _____ Employee #: _____
 Officer: _____ Date Hired: _____

Section	Performance Objectives	Performance Results		
		Date	Trainee Initials	Evaluators Initials
1	Certifications & Qualifications The Candidate has been employed with the Red Oak Fire Department for a minimum of one year and possesses a valid 'Class B – Exempt' or greater drivers license from the Texas Department of Transportation			
2	Driving Policies The trainee has a detailed understanding of the City of Red Oak and the ROFR's SOP's for driving guidelines and regulations.			
3	Apparatus Driving The trainee has demonstrated proficient driving skills both in the emergent and non-emergent settings. The trainee drives both defensively and with confidence as prescribed in the Apparatus Driving Section of this document.			
4	Apparatus Driving The trainee has spent a minimum of 10 shifts in Driver's training on the apparatus regularly assigned to their shift and station.			
5	Incident Response The trainee is knowledgeable of their regularly assigned station's response district [including but not limited to residential & commercial occupancies, FDC locations, and hydrants]. Furthermore the trainee is proficient with the Red Oak Department's Fire District Map Book.			
6	Fire Ground Operations The trainee has demonstrated adequate knowledge of fire ground apparatus placement, first alarm unit assignments, and fire apparatus hydraulics [as outlined in the Pumping Skills section of this document].			
7	Incident Reporting The trainee is proficient in both NFIRS based reporting utilizing the Red Oak Fire Department's incident reporting system and formulating thorough fire incident narratives.			

Firefighter to Driver Performance Objectives

HAVE YOUR EVALUATOR SIGN AFTER YOU COMPLETE EACH OBJECTIVE

1. Maintenance Procedures	Completed	Evaluator
a. Check Oil & Transmission Fluid	<input type="checkbox"/>	_____
b. Check Air Pressure in All Tires	<input type="checkbox"/>	_____
c. Raise Cab Safely	<input type="checkbox"/>	_____
d. Identify Major Engine Components	<input type="checkbox"/>	_____
e. Check Coolant Level	<input type="checkbox"/>	_____
f. Inspect All Belts and Hoses	<input type="checkbox"/>	_____
g. Check Battery Terminal Components & Connection	<input type="checkbox"/>	_____
h. Safely Lower the Cab	<input type="checkbox"/>	_____

Candidate should be proficient by checking fluids manually and via the apparatus information consul (if applicable)

2. Cab Familiarization	Completed	Evaluator
a. Start-up Procedure (Monitors all gauges after start-up)	<input type="checkbox"/>	_____
b. Transmission & Retarder Operation	<input type="checkbox"/>	_____
c. High Idle Operation	<input type="checkbox"/>	_____
d. Air Brake Operation	<input type="checkbox"/>	_____
e. Brake Retarder Operation	<input type="checkbox"/>	_____
f. Tilt/Telescoping Steering Wheel Operation	<input type="checkbox"/>	_____
g. Headlamp Operation	<input type="checkbox"/>	_____
h. Windshield Wiper Controls	<input type="checkbox"/>	_____
i. Climate Control System Operation	<input type="checkbox"/>	_____
J. Sigtronic Systems Operation	<input type="checkbox"/>	_____
k. Air Horn Operation	<input type="checkbox"/>	_____
l. Emergency & Scene Lighting Operations	<input type="checkbox"/>	_____
m. Siren Operation	<input type="checkbox"/>	_____
n. Radio Operation	<input type="checkbox"/>	_____
o. Gas Detector Operation	<input type="checkbox"/>	_____
p. Thermal Imager & Charger Operation	<input type="checkbox"/>	_____
q. TxDOT HAZ-MAT Book Operation	<input type="checkbox"/>	_____
r. Map book Operation	<input type="checkbox"/>	_____

3. Module Systems Familiarization	Completed	Evaluator
a. Identify Equipment in each Compartment	<input type="checkbox"/>	_____
b. Power Equipment Operations	<input type="checkbox"/>	_____
c. Power Equipment Fluid Level Procedures	<input type="checkbox"/>	_____
d. Water Extinguisher Refill Procedure	<input type="checkbox"/>	_____
e. Auxiliary Power Unit Operation (if applicable)	<input type="checkbox"/>	_____
f. Apparatus Scene Lighting Operations	<input type="checkbox"/>	_____
g. Electrical Cord Reel Operations	<input type="checkbox"/>	_____

Firefighter to Driver Performance Objectives

HAVE YOUR EVALUATOR SIGN AFTER YOU COMPLETE EACH OBJECTIVE

4. Pumping Skills	Completed	Evaluator
a. Describe Type & Capacities of Apparatus Fire Pump	<input type="checkbox"/>	_____
b. List Types and Lengths of Apparatus Hose	<input type="checkbox"/>	_____
c. Comprehension of Basic Hydraulics, Safe Residuals, and Pump Pressure for Preconnects	<input type="checkbox"/>	_____
d. Comprehension of each Component on Pump Panel	<input type="checkbox"/>	_____
e. Comprehension of Intake Relief Valve Operation	<input type="checkbox"/>	_____
f. Demonstrate Engaging Pump	<input type="checkbox"/>	_____
g. Verify Pump is Engaged	<input type="checkbox"/>	_____
h. Proficient with Spotting Hydrants	<input type="checkbox"/>	_____
i. Able to Charge/Flow 100' of Preconnected Hose at Proper Pressure Operating from Tank Water, Make Connection to Hydrant Prior to Depleting Tank Water Supply	<input type="checkbox"/>	_____
j. Able to Operate Two Lines, One at 130psi and the Other at 100psi.	<input type="checkbox"/>	_____
k. Proficient with Deck Gun Operation (if applicable)	<input type="checkbox"/>	_____
l. Locate and Comprehend Line Drains	<input type="checkbox"/>	_____
m. Proficient with Friction Loss Calculations	<input type="checkbox"/>	_____
n. Drain and prime pump	<input type="checkbox"/>	_____
o. Demonstrate the difference between forward lay and reverse lay	<input type="checkbox"/>	_____

5. Minimum Driving Requirements	Completed	Evaluator
a. City Driving Time, Minimum of 3 Hours	<input type="checkbox"/>	_____
b. Highway Driving Time, Minimum of 1 Hour	<input type="checkbox"/>	_____
c. Night Driving Time, Minimum of 1 Hour on fire apparatus	<input type="checkbox"/>	_____
d. Emergency Driving, Minimum of 5 Incidents	<input type="checkbox"/>	_____

6. Apparatus Driving <input type="checkbox"/> E181 <input type="checkbox"/> E182 <input type="checkbox"/> E183	Completed	Evaluator
a. Smooth & Controlled Accelerations	<input type="checkbox"/>	_____
b. Smooth & Controlled Stops	<input type="checkbox"/>	_____
c. Proficient in Forward Serpentine Exercise	<input type="checkbox"/>	_____
d. Proficient in Reverse Serpentine Exercise	<input type="checkbox"/>	_____
e. Proficient in Diminishing Clearance Exercise	<input type="checkbox"/>	_____
f. Proficient in Backing Apparatus into Apparatus Bay	<input type="checkbox"/>	_____
g. Proficient in Driving in Reverse	<input type="checkbox"/>	_____
h. Proficient in Turning Around in Cul-de-sac	<input type="checkbox"/>	_____
i. Proper Stopping Distances	<input type="checkbox"/>	_____
j. Demonstrates Good Driving Skills	<input type="checkbox"/>	_____
k. Comprehends Clearance & Weight Restrictions	<input type="checkbox"/>	_____
l. Candidate is Confident Driving the Apparatus	<input type="checkbox"/>	_____
m. Candidate is Courteous to Other Drivers	<input type="checkbox"/>	_____

** Proficient means skillful. Candidate must show complete control of the apparatus during each exercise **

Firefighter to Driver Performance Objectives

HAVE YOUR EVALUATOR SIGN AFTER YOU COMPLETE EACH OBJECTIVE

9. Aerial Operations T181

	Completed	Evaluator
a. Front Brake Operation	<input type="checkbox"/>	_____
b. Inter-Axle Differential Lock Operation (if applicable)	<input type="checkbox"/>	_____
c. Aerial PTO Operation	<input type="checkbox"/>	_____
d. Stabilizer Plate Location & Procedures	<input type="checkbox"/>	_____
e. Ladder Nozzle Stow Operations	<input type="checkbox"/>	_____
f. Stabilizer Control Operation	<input type="checkbox"/>	_____
g. Stabilizer Override Operation	<input type="checkbox"/>	_____
h. Apparatus Stabilization/Leveling Procedure	<input type="checkbox"/>	_____
i. Elevated Master Stream Operation	<input type="checkbox"/>	_____
j. Remote Nozzle Operation & Controls	<input type="checkbox"/>	_____
k. Ladder Tip Nozzle Operation & Controls	<input type="checkbox"/>	_____
l. Emergency Hydraulic Power Procedure	<input type="checkbox"/>	_____
n. Intercom System Operation	<input type="checkbox"/>	_____

10. Emergency Incidents

Incident Number	Date	Apparatus	Evaluator
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Note to Evaluators: By signing your name you are attesting that the candidate has completed each exercise in a manner of which has demonstrated total confidence and control of the apparatus under your direct supervision.

EVALUATORS NAME & SIGNATURE

_____ NAME	_____ SIGNATURE
_____ NAME	_____ SIGNATURE
_____ NAME	_____ SIGNATURE
_____ NAME	_____ SIGNATURE

SUPERVISORY AUTHORIZATION

_____ SIGNATURE	_____ DATE
Driver	
_____ SIGNATURE	_____ DATE
Officer	
_____ SIGNATURE	_____ DATE
Deputy Chief	

By signing you are releasing the candidate to drive all ROFR Fire Apparatus on all types of incidents and in all situations.