CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 662.1

Job Title: **FIRE FIGHTER TRAINEE**

Pay Grade: CDT

GENERAL SUMMARY:

Participates in classroom lectures, seminars and practical training sessions within the Fire Academy to achieve the status of Fire Fighter.

RESPONSIBILITIES:

- Receives and participates in various types of training in Fire suppression and EMS activities.
- Participates in drills, demonstrations and courses in hydraulics, pump operation/maintenance and firefighting techniques.

SPECIFICATIONS:

KNOWLEDGE:

- **Non Certified Applicant** – Requires at least twenty-four (24) transferable college hours with a minimum grade of "C" or higher in each college level course taken from an accredited college/university, or two (2) years of full time active military service with an "honorable discharge" as stipulated on a DD214.
- **Certified Applicant** – Requires at least fifteen (15) transferable college hours with a minimum grade of "C" or higher from an accredited college/university; a Texas Commission on Fire Protection Certification Fire basic or higher; and a Texas Department of State Health Services EMT basic or EMT-Paramedic

EXPERIENCE:

No experience is required.

Must be at least eighteen (18) years of age when applying and have not reached thirty-six (36) years of age before receiving the oath of office. Selected applicants must pass all phases of the hiring process: physical ability test, comprehensive questionnaire, interview, polygraph examination, extensive background investigation, drug screen, and a complete medical examination.

COMPLEXITY:

Work consists of fairly standard procedures and tasks where basic analytic ability is required, as in the comparison of numbers and simple facts in selecting the correct action.

IMPACT OF ACTIONS:

Errors in work typically lead to minor inconvenience and costs. Work is typically performed under close supervision of simple routine duties to ensure completion; or tasks are so highly routine that they may simply require following standardized instructions without continuous direct supervisory observation.

SUPERVISION EXERCISED:

Direct Supervision:
No direct report employees.

Indirect Supervision:
No indirect reports.

SPECIFICATIONS: (continued)

CONTACTS:

Internal Contacts:
Level of internal contact is extremely infrequent with virtually no contact beyond the immediate work unit/area. Interaction involves routine information exchange and/or simple service activity requiring common courtesy; e.g., answering questions, giving directions in response to simple requests.

External Contacts:
Level of external contact is extremely infrequent with virtually no outside contact. Interaction involves routine information exchange and/or simple service activity that requires common courtesy; e.g., directing calls and answering simple questions.

PHYSICAL EFFORT:
The position involves considerable physical exertion, such as regular climbing of ladders, lifting of heavy objects (up to 100 pounds) on a highly frequent basis and/or assuming awkward positions for long periods of time.

WORK ENVIRONMENT:
There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.

PHYSICAL SKILL:
Requires the ability to make coordinated gross motor movements in response to changing external stimuli within moderately demanding tolerances; or the ability to make coordinated eye/hand movements on a patterned response space within low tolerance demands with no real speed requirements.

MISCELLANEOUS:
All duties and responsibilities may not be included in the above job description.

JOB FAMILY:
Fire Fighter Trainee

Effective Date: October 1990
Revised Date: March 2017
Revised Date: July 2026