



Fairfield Fire Department



Expectations & Responsibilities Fire Engineer

It is the responsibility of every member of the Fairfield Fire Department to provide the citizens of Fairfield with quality service and display integrity, pride, and respect. The expectation of all employees is a high level of professionalism, competency, and a positive attitude. In order to achieve these goals, it is important for each member to know what is expected of them as well as the rest of the team, and who is responsible for what. The following is a list of expectation and responsibilities that apply to you and those with whom you work.

Around the station

- All work will be completed as assigned:
 - Dailies
 - Weeklies
 - Monthlies
 - Engineer check out will consist of making sure the type 1,3,5,6 engines, fleet vehicles, water tender, and truck is in good working order a complete inventory and ready to respond.
 - If there are any mechanical issues with the truck, engine, water tender, or equipment, the engineer will repair or notify the mechanic, Captain, BC, and other station engineers of the problem.
 - Radios, iPads and phones charged daily.
 - Drinks on ice.
- Daily chores will be divided between the crew fairly
- The station and unit(s) should be left clean for the oncoming shift
- Wash the engine every second shift, or more frequently if needed
- A mandatory work out period is completed every shift.
- Reflex time guidelines will be met
- The Captain is responsible for all reports, but any crew member can write them. The engineer should assist with all reports as necessary except fire reports.
- You are prepared for calls at 0800 with your gear on the engine and ready to go.

Training

- All training is to be completed on schedule.
- Everyone may be asked to lead a training session in your field of expertise.

Seniority

- Understand the seniority and that the lowest ranking staff member will be responsible for the less-desirable tasks which must be accomplished



Fairfield Fire Department



Expectations & Responsibilities Fire Engineer

The Emergency Scene

- When dispatched to a call, the crew needs to respond first and dispute any issues later if one should arise.
- On medical calls, the paramedic is in charge of the patient care. The Captain is in charge of the scene.
- Come to work expecting to do just that: work.
- On the fire ground, the Captain is in charge. If you are asked to do something, DO IT. If you disagree with an order you are given, you may have a civil discussion after the call, back at the station.
- When driving, operate safely within the confines of the law both to and from the scene and ensure the entire crew is following all laws and guidelines. It is incumbent upon the engineer to ensure all crew members are properly seatbelted
- Talk on the radio if the supervisor rides in to the hospital.
- Be the eyes outside of a fire.

General Guidelines

- When there is a ride-along reserve, explorer or other, you are a role model to these young people. They are young and impressionable, so set a good example.
- Be aware of the strike team schedule. If you are up, be prepared to go or have relief in place.
- You must work within all city and department policies & procedures.
- Your Captain is a resource to you as well as a liaison between line personnel & management. Utilize this resource, but stay within the chain of command.
- Act professional with the other shifts, companies, agencies, and anyone else we may have contact with.
- The paramedic needs to have a professional bedside manner. It is not the paramedic's job to judge, lecture, or try to talk patients out of going to the hospital. If a patient is hostile, you can be curt but never insulting to the patient.
- While at work, employees are expected to exercise discretion in using personal cell phones. Cell Phones should be turned off or set to silent or vibrate mode on calls, during meetings, conferences and in any circumstance where incoming calls or messages may be disruptive. Personal use of cell phones should not interfere with employee productivity or be distracting to others.
- At no time shall persons driving department vehicles utilize their cell phones.
- You should know the equipment location and how to use it on all units assigned to you.
- Always use a back-up person.



Fairfield Fire Department

Expectations & Responsibilities Fire Engineer



I have discussed these expectations with my supervisor and acknowledge receiving a copy of these expectations which will be placed into my personnel file.

Employee Signature: _____

Date: _____

PRINT NAME: _____

Supervisor Signature: _____

Date: _____

PRINT NAME: _____