

POSITION JOB PROFILE

INCUMBENT: 1	DESIGNATION: FIREMAN/FIRETRUCK OPERATOR
POSITION/JOB TITLE: FIREMAN/FIRETRUCK OPERATOR	LOCATION: BUCHANAN
FUNCTIONAL AREA: HEALTH AND SAFETY	SEGMENT: Mining
DISCIPLINE: HEALTH AND SAFETY	
REPORTING TO: MAINTENANCE SUPERVISOR	BUSINESS UNIT: AM Liberia
No OF PEOPLE MANAGED:	OPERATING UNIT: Operations
DATE & AUTHOR: 12/20/2018	TURNOVER:

PRIMARY FUNCTION OF JOB *(Mission)*

Prevents fire damage by conducting surveys and inspections for hazards. Minimizes fire damage by responding to alarms; driving and operating equipment; regulating water pressure; combating and extinguishing fires; rescuing and reviving people.

MAJOR DUTIES OF JOB HOLDER *Main Responsibilities. (Mention the differentiating factors, end products and accountabilities where no signoff is needed)*

- *Responsible for*
1. Prevents fire damage by conducting surveys and inspections for hazards.
 2. Prepares educate employees to prevent fire damage by developing and conducting educational and training programs.
 3. Ensures availability of water at fire scene by keeping water in the fire truck; requesting and expediting repairs; verifying repair.
 4. Minimizes fire damage by responding to alarms; driving and operating equipment; regulating water pressure; combating and extinguishing fires; rescuing and reviving people.
 5. Ensures operation of equipment by completing preventive maintenance requirements; notifying supervisor of needed repairs.
 6. Provides information by completing reports.
 7. Maintains fire station building, grounds, and equipment by completing maintenance schedules.
 8. Responds to fire alarms and extinguishes fires.

9. Responds to and renders assistance in emergency cases.
10. Cleans and inspects equipment and apparatus after returning from a fire.
11. Inspects equipment and apparatus and notifies superior officer if any defect.
12. Acquires and retains a thorough knowledge of the concession, including streets, buildings, water supply, unusual hazards and related items.
13. Performs all work duties and activities that maybe required by the Fire Chief.
14. Works in a safe manner and reports unsafe activity and conditions.
15. Follows Company safety policy and practices and adheres to responsibilities concerning safety prevention, reporting and monitoring as outlined in the Company's Safety Handbook.
16. Responds to emergency calls for specialized service such as hazardous materials, confined Work under extremely stressful situations, day and night, which result from a fire and other emergencies, including the responsibility for remaining calm and carrying out all duties with the recognition of the threat to life and property mmm
17. Work in a team environment under extremely stressful situations.
18. Demonstrate integrity, ingenuity and inventiveness in the performance of assigned tasks spaces rescue, extrication and technical rescues.
19. Provides appropriate services as required including emergency rescue and fire suppression; perform search and rescue for trapped or injured persons.
20. Perform emergency medical and first aid services as needed; prepare reports regarding emergency incidents as assigned.
21. Drive fire apparatus and/or operate fire apparatus on emergency calls or at incident scene with caution.
22. Operate numerous types of rescue, emergency and fire suppression equipment and apparatus as necessary.
23. Prepare and safely operate department vehicles, apparatus and other emergency equipment.
24. Work irregular hours including weekends, holidays and extended hours in emergency, disaster or other situations influenced by workload or staffing difficulties.
25. Sufficiently wear/use any personal protective equipment provided by the Company in emergency.

Safety

- Attend tool box at the start of all shifts
- Make sure a risk assessment and point of work are completed before the start of any job
- Actively contribute to site safety policy and new initiatives and implement change as directed by the CEO.
- Develop and promote a pro-active safety culture by the identification, development, and review of safe practices and procedures and by ensuring the awareness of all departmental person
- Ensure all incidents are reported and investigated according to Company and statutory requirements and all recommended corrective actions are completed.
- Ensure all health and hygiene risks in the work areas are identified and controlled.

Environment

- Resource environmental prs to ensure legal compliance and the reduction risk of environmental incidents through:
 - Provision of adequate facilities and equipment
 - Participation in the development and enforcement of appropriate procedures
 - Provision of awareness and skills training to ensure a competent workforce.
- Ensure all incidents are reported and investigated according to Company policy and statutory requirements and all recommended corrective actions are completed.
- Seek advice and assistance from the Environment team in the development and implementation of improvement programs to achieve aspects such as agreed eco-efficiency targets, hazardous waste disposal and spill cleanup.
- Ensure quarterly environmental audits are conducted and any identified issues are addressed.

Education Requirements for this position (Formal qualifications)

Essential

High School Diploma/above

Must have firefighting Certificate from a reputable training school/college.

Have training in first aid

Have a driver training certificate in heavy duty or fire engine.

Key experiences needed prior to taking this position

Essential

- Knowledge in operating fire pumps and connect hose to the pump.
- Knowledge of fire science relating to firefighting, fire prevention, inspection and arson investigation.
- Knowledge of emergency and first aid techniques and procedures
- Knowledge of pump hydraulics and operations
- Skill in determining fire stream pressures, friction, and gravity losses.
Ability to use standard office equipment and job-related computer
- Must be physical fit to work in heat and smoke under stress.
- Ability to listen well and communicate effectively orally and in writing.
- Must have the ability to take initiative in the absence of his supervisor.
- Must be able to notice problem on the truck and pump and inform supervisor.

- Must have problem solving skills
- Have three years' experience as a firefighter from a recognized fire department with Valid Liberian driver's license heavy duty with a safe driving record

Desirable

- Prior experience in similar role. Demonstrated positive outcomes will be an advantage.

Personal Attributes needed to fulfill requirements of position

Essential

- Be physically fit and be able to pass a pre-employment medical examination.
- Commitment to training of Liberian national citizens
- Able to deliver results on quoted targets.
- Able to build relationships and engage people in continuous improvement processes.
- Always identifies the priorities correctly and works in a self-directed manner.
- Constructs systems that are the best method now and sustainable into the future.
- Able to step back from direct control of "hands on" work.
- Successfully delegates and trusts specialist staff for technical support.
- Manages interacting projects.
- Shares thoughts, feelings and rationale (to build trust).
- Provide support without removing responsibility (to build ownership).
- Seeks to engage with all people associated with the AML Operations and to understand, learn from and share cultural differences.

Desirable

- Prepared to challenge "the way we do things".

To apply:

Please submit your letter of application along with your Curriculum Vitae (to include 3 references) as well as copies of your academic credentials to Liberia.jobs@arcelormittal.com.

Deadline for receipt of applications is Friday, January 14, 2019 at 5:00 p.m.

Please note the following:

- Only short-listed candidates will be contacted
- FEMALE APPLICANTS ARE HIGHLY ENCOURAGED TO APPLY.