

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY**

ORDINANCE 2017-19

AN ORDINANCE TO AMEND CHAPTER 2 OF THE CODE OF THE TOWNSHIP OF MANSFIELD AND PARTICULARLY CHAPTER 2 ENTITLED, “ADMINISTRATION OF GOVERNMENT” TO CREATE THE POSITION OF “FIREFIGHTER/FIREMAN” FOR THE TOWNSHIP OF MANSFIELD AND SETTING THE CORRESPONDING SALARY RANGE

WHEREAS, the Township Committee deems it appropriate to establish the position of “Firefighter/Fireman” For the Township of Mansfield;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that Chapter 2 of the Code of the Township of Mansfield entitled “Administration of Government” is hereby amended to establish the following position, with the attendant duties and responsibilities:

Section 2-7. Entitled “FIRE PREVENTION OFFICIAL”

2-7.2 Firefighter/Fireman

Essential Functions are not intended to be an exhaustive list of all responsibilities, duties and skills. They are intended to be accurate summaries of what the job classification involves and what is required to perform it. Employees are responsible for all other duties as assigned.

- Responds to fire alarms and extinguishes fire;
- Responds to calls for emergency medical services, and renders first aid;
- Performs salvage operations such as throwing salvage covers, sweeping water and removing debris;
- Responds to and renders assistance in emergency cases;
- Cleans and inspects equipment and apparatus after returning from a fire;
- Inspects equipment and apparatus and notifies superior officer of any defects;
- Makes minor repairs to equipment and apparatus, performs routine preventative maintenance tasks, and keeps records of such action;
- Keeps fire station, equipment and grounds in a clean and orderly condition;
- Participates in training activities and instruction sessions;
- Acquires and retains a thorough knowledge of the Township including streets, buildings, water supply, unusual hazards and related items;
- Performs various public information or education tasks;
- Enters inspection, training and (on occasion) fire and emergency medical service calls into the records management systems;

Performs all work duties and activities in accordance with Township policies and procedures;

Works in a safe manner and reports unsafe activity and conditions. Follows standard safety policy and practices and adheres to responsibilities concerning safety prevention, reporting and monitoring as outlined in the Employee Handbook.

Drive and operate all manner of Fire Department Apparatus.

Knowledge of:

The geography of the Township of Mansfield and surrounding areas, (or the ability to quickly learn this information), including the streets system, hydrant locations, the layout and location of public utilities and potentially hazardous materials or substances;

Specialized fire fighting vehicles and equipment;

Current strategies for all types of fire such as wild-land, commercial, residential, airport, flammable and combustible liquids, vehicle, etc.;

Basic mathematical and science skills;

Emergency response records systems, communications equipment and use, fire computer applications and incident reporting procedures;

Ability to:

Make determinations as to the best course of action for fighting fires or responding to other related emergency situations;

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;

Work within a command structure requiring strict adherence to the following of orders;

Work in a team environment under extremely stressful situations;

Quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;

· Learn and correctly apply routine division and department policies and procedures;

Read, comprehend, and follow simple oral and written instructions; and to understand and apply available guidelines to varied operational requirements;

Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;

Demonstrate integrity, ingenuity and inventiveness in the performance of assigned tasks;

Operate a personal computer using program applications appropriate to assigned duties;

Communicate effectively both orally and in writing, with the public and other employees.

Supervision Received:

The work is performed under the direct supervision of a Fire Official.

Supervision Exercised:

None

Compensation. The corresponding salary range will be between Thirty-Five Thousand Dollars (\$35,000.00) and Fifty Thousand Dollars (\$50,000.00) annually. Said position will be entitled to full medical, prescription or dental benefits, as well as any cost of living salary increases afforded to any and all statutory and at will employees.

ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.

- A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares it intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

INTRODUCTION: November 29, 2017
FINAL ADOPTION: December 28, 2017