

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position Fire Fighter II	
		Division and/or Subdivision Southern Region	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters Various	
		Class Title of Position Fire Fighter II	
		Position Number 542-000-1082-XXX	
		Effective Date 9/28/2026	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
45%	Under supervision of the Fire Captain (FC), the Fire Fighter II (FFII) works as a member of a fire apparatus crew performing the full range of fire-fighting duties in suppression of vehicle, building, improvement and vegetation fires. The FFII assists in building, grounds, and equipment maintenance and repair. The employee assigned to the position identified above performs the following duties and responsibilities: *Assists in the maintenance and inspection of a fire station and assigned equipment within available funding to the highest possible standards. *Assists in the maintenance of required forms, reports, station logs and other required documents. *Assists in the Quality improvement / Quality Assessment Program. *Maintains cooperative relationships with the public, private and governmental agencies. *Assists the Company Officer for the support of assigned station personnel, including paid-call and reserve companies, in training and administration.		
25%	*Assists in conducting fire prevention and life safety inspections, including non-residency occupancy, and LE-38 programs, applicable fire pre-planning, and fire prevention programs in the station's influence area. *Remains familiar with routes of travel, resources and special problems within the response area.		
20%	*Provides basic life support treatment to patients at emergency medical incidents. *Responds to fires, medical aids and other emergency incidents as part of an emergency response company.		
10%	*Maintains and keeps current on all related State and County certifications, accreditations and licenses require by the job classification. *Avails himself/herself of training opportunities at all educational institutions including the private sector. *Assists in the orientation and training of new personnel. *Shall be called upon to assist in teaching classes to unit personnel. Performs other duties as required. *These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.		
Equal Employment Opportunity (EEO) Statement: All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment: May be required to work nights, weekends, holidays, and rotating shift as allowed in MOU. Maintains the Arduous Fitness Standard in accordance with Department policy. The incumbent is required to wear respiratory protection equipment, including self-contained breathing apparatus (SCBA). As such Cal/OSHA requires the incumbent to be annually medically cleared to be fit-tested for respiratory protection equipment. Transfers may require a two-year commitment.			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature _____		Date _____	
Supervisor Signature _____		Date _____	
Personnel use only ☐ Posted to Directory		Initials and date _____	

Percentage of Time
Required

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Job qualifications and/or conditions of employment:

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Employee Signature

Date

Supervisor Signature

Date

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Initials and Date