



Job Description Firefighter/EMT

Reviewed 12/2021



POSITION SUMMARY:

This individual responds to emergency incidents within and outside Polk County Fire District No.1, when needed performing firefighting, fire prevention, emergency medical services and transport to the sick and injured, and any other duties that may be assigned that would benefit the patrons of the Fire District. These individuals will drive and operate District owned apparatus, and will aid the maintenance of facilities and equipment. It should be recognized that a majority of time will be spent performing secondary duties.

SUPERVISION RECEIVED:

This position is supervised directly by the Captain/Shift Commander and operates within the normal chain of command. This person shall be reviewed monthly during probation and annually, thereafter, by the Captain/Shift Commander.

SUPERVISION EXERCISED:

May be required to supervise firefighters, Emergency Medical Technicians, volunteers and recruits while at emergency scenes and during training.

ESSENTIAL DUTIES:

The employee in this classification shall perform the essential functions as outlined below. However, these functions do not include all of the specific essential functions that an employee may be required to perform.

1. Performs fire suppression activities including operating pumps and related equipment, laying and maneuvering hose, performing fire combat, containment, and extinguishing tasks.
2. Provides emergency medical services at the EMT level within Physician Advisor described scope of practice, which also include report writing and related activities.
3. Drives and operates Fire District apparatus following District policies and procedures as directed.
4. Required to attend Wednesday night drills, when on shift. When not on shift, required to perform the same level of drill training topic scheduled (on Wednesday night drills), within a 6 day time period.
5. Restores fire and EMS apparatus to an "In Service" condition upon returning from an incident or training exercise.
6. Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around the stations; makes minor repairs, washes, and dries hose; washes cleans, polishes, maintains and tests apparatus and equipment.
7. Performs necessary testing and maintenance of fire hydrants, fire hose, fire apparatus and other departmental equipment.
8. Provides instruction to other firefighters, volunteers and public on subjects relating to firefighting and emergency medical services.
9. Responds to incidents involving hazardous materials releases or potential releases.
10. Provides station tours and information to visitors; assists the public with questions, concerns, and blood pressure checks.
11. Maintains accurate and complete reports.
12. Performs specialized fire and safety functions as assigned or trained (i.e., basic life support, firefighter/apparatus operator certificates, and hazardous materials).

OTHER DUTIES:

The omission of specified statements of duties does not exclude them from the position if the work is similar, related to, or a logical assignment to the position.

1. This person may be asked or required to serve on committees.
2. Further auxiliary job functions essential to the firefighter/EMT position include.
3. Preparation of facilities for special meetings or events.
4. Ordering and inventory maintenance of tools, equipment, and other fire/EMS related stock.
5. Assisting office staff with various filing and other office assistance.
6. Light maintenance of Fire District property.
7. Any other duties as assigned involving the support or betterment of the Fire District.

WORKING CONDITIONS:

Firefighter/EMT's work as a member of a crew that may be assigned to any piece of apparatus provided by the District, will work in close proximity with other crewmembers. Firefighter/EMT's will be required at some time to work under any of the following conditions: At extreme heights, in hazardous atmospheres with little or no visibility, in extreme temperatures, exposed to toxic and hazardous materials, exposed to bloodborne pathogens, and exposed to disease. Will make physical contact with deceased humans or animals, may perform rescue on dangerous domestic and wild animals that have become trapped, injured, confused or frightened, work in areas where dangers of death or injury due to falls, explosion, electrocution, building collapse, or entrapment may be present, work under conditions of extreme mental and physical stress. If qualified, may be expected to be able to provide effective and efficient water supplies (with assigned District apparatus) under high stress conditions while protecting firefighter safety at all times. If qualified, may be expected to solve complex and difficult water supply needs under high stress conditions. Expected to drive apparatus safely during difficult driving conditions such as in a field, narrow roads, during snow/rain/ice, at night, through fog/smoke, while lights are flashing and horns & sirens are sounding and etc.

Knowledge, Skills and Abilities:**MANDATORY REQUIREMENTS:**

1. Able to communicate effectively both written and verbal (English grammar, spelling and mathematics).
2. Demonstrate experience and knowledge of emergency medical procedures, fire suppression and prevention techniques, procedures and methods; operate and maintain firefighting and emergency medical equipment and apparatus.
3. Must be able to understand and follow oral and written instructions.
4. Make good judgments.
5. Issue appropriate orders and act appropriately and calmly under stress and emergency situations
6. Perform strenuous activities under hazardous and dangerous circumstances
7. Establish and maintain effective working relationships with other employees, volunteers and the general public.
8. Instructs others in areas of expertise.
9. Prepare and complete accurate reports.
10. Safely operate fire and medical equipment, and vehicles and use radios, pagers, a personal computer and telephone.
11. Any equivalent combination of experience and training that demonstrates the ability to perform the above described duties.

NOTE: Probationary Firefighter/EMT's are expected to complete all of their mandatory requirements within the probationary period.

MINIMUM QUALIFICATIONS:

1. Be at least 18 years old
2. High school Diploma or GED.
3. Possess a valid Oregon Driver's License and be insurable by District insuring agency. Must have possessed a valid driver's license for at least three years at the time of appointment.
4. Be an Oregon or National Registry licensed EMT upon appointment and must remain so as a condition of employment.
5. Be a NFPA certified Firefighter 1 (or have equivalent certification) upon appointment and must remain so as a condition of employment.
6. Be a NFPA certified Driver (or have equivalent certification, i.e. EVOC training) upon appointment and must remain so as a condition of employment.
7. Become certified as a NFPA Instructor 1 within the probationary period.

DESIRABLE QUALIFICATIONS:

1. Associates degree in Fire Science
2. NFPA certified Firefighter II

PHYSICAL DEMANDS:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. A physical agility assessment is required for this position. Reasonable accommodations may be made to enable persons with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand, walk, use hands to finger, handle, or operate objects, tools or controls; and reach with hands and arms. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl; talk or hear; taste and smell.

The physical demands of this position in emergency situations require an employee to frequently lift, exert pressure for pushing and pulling and/or move up to 50 pounds. The employee would also be required to wear and use full protective clothing and self-contained breathing apparatus weighing approximately 35 pounds, while carrying and/or dragging fire hose, climbing ladders, lifting patients, handling various fire equipment (i.e., fans, generators, various power tools and equipment etc.) which would require the employee to be able to move up to 200 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust and focus.

WORK ENVIRONMENT:

The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high precarious places and is

occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration, and extreme temperatures.

The noise level in the work environment is usually moderate, except during certain firefighting or emergency medical activities when noise levels may be loud.

XXX
Employee

Date

XXX
Fire Chief

Date