



## CHELAN FIRE AND RESCUE

### FIREFIGHTER/EMERGENCY MEDICAL TECHNICIAN JOB DESCRIPTION 023

**Division: Operations**

JD 023 REPLACES: Firefighter JD	Date: 03/11/2010	ISSUED BY: Chief Lemon
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#### **DEFINITION:**

Firefighter/EMT work includes responding to and dealing with emergency situations, natural conditions that pose a threat to life and property, and incidents of service to the citizens. Employees in this position are responsible for the protection of life and property through firefighting activities, emergency medical services, fire inspection activities, public education and other like duties. They perform a full range of emergency work under adverse and strenuous physical conditions. Firefighter/EMTs have a high risk of exposure to hazardous conditions, toxic chemicals and infectious diseases encountered during firefighting or emergency medical incidents.

Firefighter/EMTs perform duties in the following areas: emergency firefighting operations (structural, wild land, vehicles), emergency medical operations, special rescue operations, company level fire & life safety building inspections, other fire prevention programs, public education, public relations, maintenance of apparatus, equipment and facilities, testing of fire hydrants, hose, ladders, pumps, instructing fire service and medical aid training session and other duties as directed by the Fire Chief.

This position is an at will employment position assigned to a fifty-six hour shift work week with off duty call back or a 40 hour work week with after hour call back.

#### **SUPERVISION RECEIVED AND EXERCISED:**

Firefighter/EMTs report to and are accountable to his/her company officer. Work performance of the Firefighter/EMT will be evaluated by their respective company officer for the quality of work, level of proficiency and knowledge of emergency operations, apparatus, equipment, procedures and related responsibilities. The Firefighter/EMT is also evaluated for his/her ability to work as part of a team in the effective and timely achievement of Fire District goals and objectives. Such evaluation will be based on their level of experience and rank relative to their status; probationary, third, second, and first class firefighter status.

**Supervises:** Firefighter/EMTs assume the duties and responsibilities of the company officer, in an acting capacity, when assigned or at an emergency, in the absence of an officer. Supervises volunteer personnel during emergency operations, training session and other details.

**ESSENTIAL FUNCTIONS:**

Ability to don specialized safety equipment (bunker gear, respirators etc) and perform physically demanding hazardous work for long periods of time in emergency conditions of high stress, strenuous physical exertion under such conditions as height(s), cramped surroundings, hot smoky environments and limited visibility.

Perform and maintain physical conditioning in accordance with the Fire District's health and fitness requirements.

Receive emergency alarms; operate radio and other communications equipment under routine and emergency conditions.

Drive or ride Fire District apparatus to alarms, place equipment, lay and connect hoses and nozzles, raise and climb ladders, use high pressure water hoses, chemical extinguishing agent's, fire pumps, hydraulic equipment, power tools, hand tools during emergency and non-emergency operations and other tools and equipment as required.

Remove persons from dangerous and hazardous environments and administer emergency medical aid as required.

Ventilate burning structures; perform salvage operations and other related tasks.

Complete and maintain computer records, paper work, records and forms as directed by the company officer.

Participate in the in-service company inspection program.

Read, comprehend, understand and be familiar with and adhere to Fire District policies, Standard Operating Guidelines, directive and procedures.

Perform inspections, testing and maintenance of fire hydrants, fire pumpers, hose, ladders and extinguishers.

Participate in public education and public relation events.

Perform maintenance of Fire District facilities, grounds and living quarters.

Maintain personal appearance as directed by Fire District policies, Standard Operating Guidelines, directive and procedures.

Conduct, participate, and/or instruct fire training sessions, drills, or classes for Fire District members, public and others as directed.

Attend conferences, classes, training session on firefighting, emergency medical services, special rescue, disaster control, etc. as directed.

Maintain skill levels through ongoing training to prevent degradation of skills.

Perform other related work as assigned.

**KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledgeable:**

- Knowledgeable in modern methods, principles, techniques and practices applied to firefighting, fire inspection, disasters, medical aid, special rescue and related fields.
- Knowledgeable in hazardous materials: Recognition & Identification, awareness and defensive operations.
- Knowledgeable in the topography and street locations throughout the Fire District's jurisdiction.
- Knowledgeable in basic building construction, building hazards, built-in protective systems, general control points, placement and operation of public utilities etc.
- Knowledgeable about traffic laws, ordinances and regulations involving emergency and non-emergency operations of fire vehicles, apparatus and equipment.
- Knowledgeable in the mechanical and operating principles involved in the operation and maintenance of firefighting apparatus and equipment.
- Knowledgeable in fire prevention codes and fire safety as it relates to the company level programs

**Skilled:**

- Skilled in deal with the public courteously and effectively.
- Skilled in maintain harmonious working relationships with coworkers.
- Skilled in communicating effectively both orally and in writing.

**Ability:**

- Ability to understand and execute specific orders or instructions.
- Ability to rapidly analyzing dangerous situations and accurately act/react quickly, calmly with a professional demeanor taking a reasonable course of action in real and potential hazardous conditions to the extent of the possibility of serious injury or loss of life.
- Ability to ensure that all work is performed in a safe manner, following all applicable safety guidelines.
- Ability to mentally and physically perform the described duties and/or tasks as a Firefighter/EMT.
- Ability to recalling facts and conditions observed while under severe physical and emotional stress.
- Ability to read, comprehend, understand and be familiar with and adhere to Fire District policies, Standard Operating Guidelines, directive and procedures.
- Ability to perform physically demanding firefighting skills and duties including, but not limited to, carrying and manipulating hose, ladders and rescue equipment.

**EDUCATION AND EXPERIENCE REQUIREMENTS:**

- 18 years old at time of employment
- Graduation from a high school, GED or equivalent.
- Must possess a valid Washington State Drivers License and successfully complete the employer's defensive driving program.
- Must be EMT certification or be able to obtain EMT certification in a reasonable time as determined by the Fire Chief. Shall maintain EMT certification throughout employment.
- Must have complete a fire service recruit training program as approved by the Fire Chief.

**SPECIAL REQUIREMENTS:**

- Basic computer experience
- Must be able to successfully pass a criminal and driving background check.

- Must be able to work 24 hours shifts.

### **TOOL AND EQUIPMENT USED:**

Motorized apparatus with pumps and aerial ladders used in the course of firefighting; hydraulic tools, hand held power tools and hand tools used in extrication forcible entry and other firefighting activities; medical aid equipment like AEDs, BVM, and other such equipment used by an EMT in the emergency treatment of a medical aid or trauma patients; office computers and software; janitorial tools used for cleaning and maintenance of facilities; ground maintenance tools, such as lawn mowers, edger's and the hand tools used to maintain the grounds around fire stations.

### **PHYSICAL DEMANDS:**

- A Firefighter/EMT must be able to carry a self-contained breathing apparatus weighing approximately 35 pounds on his/her back and support 100 pounds of hose on his/her shoulder while walking to a fire in full protective clothing.
- A Firefighter/EMT must be able to crawl on his/her hands and knees.
- A Firefighter/EMT must be able to climb up and down ladders and stairs while carrying equipment, patients/victims or hose lines.
- Able to work on slippery surfaces including rooftops, ladders, aerial ladders, scaffolding or other elevations over 12 feet from the ground.
- A Firefighter/EMT must be able to pull heavy objects such as a person from a hazardous condition.
- A Firefighter/EMT must be able to work in ambient temperatures of 100 to 500 degrees wearing protective clothing and a self-contained breathing apparatus.
- A Firefighter/EMT must be able to work in a confined space of a structure or cramped body positions (e.g., cars closets, attics, crawl spaces etc.).
- A Firefighter/EMT must be able to lift a loaded stretcher into an ambulance.
- A Firefighter/EMT must be able to grip ropes and tools with gloved hands.
- A Firefighter/EMT must be able to use equipment to pull down ceiling or walls requiring his/her arms to be above his/her head.
- A Firefighter/EMT must be able to cut or chop holes in roofs, walls, and floors using an axe.
- A Firefighter/EMT must be able to lift a ladder weighing 75 pounds off of a truck or off the ground safely.
- A Firefighter/EMT must be able to walk long distances while carrying medical equipment or wild land hand tools and still be able to function without rest upon arriving at the destination.
- A Firefighter/EMT must have good vision to include close and distance, able to see colors and adjust focus as needed.
- A Firefighter/EMT must be able to hear and talk clearly.

### **WORK ENVIROMENT:**

The work environment characteristic described here are representative of those an employee encounters while performing the essential functions of this job. The employee frequently works near moving mechanical parts inside and outside in all weather conditions. Fifty to ninety percent of the work time is spent outside a building and exposed to the sun, wind, rain or snow. Firefighter/EMT's work location and environment is conditional based upon the location of an emergency. Personnel may find themselves working at, and/or in, any given resident, commercial structure or other structure within the jurisdiction and/or neighboring jurisdiction; on state HWY, county roads, city streets and the like; open space such as open, pastures, fields, forests; office setting; apparatus bays. etc. The noise level in the work environment is moderately noisy

**SELECTION GUIDELINES:**

Formal applications, rating of education and experience; written testing, oral interview, reference check, background checks and job related tests may be required.

The essential duties, knowledge, skills and abilities listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

**SIGNATURES:**

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Employee's Signature                      Date

\_\_\_\_\_  
Supervisor's Signature                      Date

Approval:

\_\_\_\_\_  
Division Officer                              Date

\_\_\_\_\_  
Fire Chief                                      Date

*Note: This document will be reviewed and updated if the duties of this position are changed significantly.*