

**Job Description: FIREFIGHTER/EMT**

**PAY GROUP:** F3

**EEOC CATEGORY:** Protective Service

**FLSA:** Nonexempt

**SUMMARY OF POSITION:**

Protects residents and property from fire and provides emergency medical services at the scene of an accident or illness. Duties include responding to fire alarms, accident scenes, and other emergency calls; assisting in fire suppression; and participating in station, equipment, and grounds maintenance.

**ORGANIZATIONAL RELATIONSHIPS:**

1. Reports to: Fire/EMS Lieutenant as first-line supervisor; Captain and Battalion Chief for overall performance and evaluation.
2. Directs: This is a non-supervisory position.
3. Other: Has contact with the public, civic groups, volunteer firefighters, physicians, and other protective service personnel.

**EXAMPLES OF WORK:**

Essential Duties\*

Responds to alarms and assists in the suppression of fires, including rescue, entry, ventilating, and salvage work;

Drives fire truck, ambulance or other emergency vehicle to emergency scenes; responsible for safe operation of such at all times;

Connects supply lines, operates water pump and other fire suppression apparatus, and maintains vehicle in a state of readiness at fire scene;

May establish incident command and supervision of scene and may direct other Fire/EMS personnel, volunteer firefighters, and the general public during these activities until relieved by a supervisor;

Performs clean-up and overhaul work after a fire is extinguished;

Performs maintenance, minor repair, and clean-up of fire and emergency medical equipment, fire vehicles, firefighting apparatus, station, and grounds;

Performs emergency medical services in accordance with level of skills and certification

Completes documentation as required; writes a comprehensive report documenting the situation at the scene, assessment results, orders received, treatment rendered, and other information deemed pertinent;

Takes histories and assess patients in the field;

Accompanies the patient to the emergency department and monitors and treats the patient during transport; upon arrival, reports orally to the physician or nurse, ensuring proper transfer of patient and applicable information prior to leaving care facility;

Cleans and restocks the equipment/supplies in the vehicle after each run;

Participates in fire inspection and prevention activities;

Inspects and maintains fire hydrants;

Participates in continuing training and instruction by department;

Completes various reports, as required;

Participates in the department's wellness program;

#### Other Important Duties\*

May participate in fire cause determination and arson investigation;

May assist other city departments;

May use computer to update various logs and lists;

Observes all safety rules and procedures; and

Performs such other duties as may be assigned.

#### **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

*Extensive knowledge of:* city geography.

*Knowledge of:* county geography; elementary physics, chemistry and mechanics, technical fire-fighting principles and techniques; principles of hydraulics as applied to fire suppression; and federal, state, and local rules and procedures affecting Fire/EMS operations.

*Skill in:* operating emergency vehicle in a safe manner.

\* for the purpose of compliance with the Americans With Disabilities Act (ADA)

*This job description does not take into account potential reasonable accommodations* October 25

*Physical Ability to:* swim; lift and maneuver up to 98 lbs. (i.e. hose, bunker gear, air pack, ladders, etc.); climb ladders; perform CPR; wear and utilize personal protective equipment; and perform strenuous work in adverse conditions (i.e. varying weather conditions, smoked filled environment, etc.).

*Demonstrated Mental Ability to:* tolerate working at heights and confined places for prolonged periods of time.

*Ability to:* operate all vehicles and equipment in the department; read maps; keep accurate records, establish and maintain cooperative relationships with fellow employees and the public, deal effectively with individuals under stress; and maintain appropriate necessary certifications, Texas driver's license applicable to job responsibilities, and good driving record; and must be able to lawfully report for emergency duty from residence within one hour.

*Other:* May be exposed to and handle toxic and/or hazardous materials or work in areas where such materials are stored.

### **ACCEPTABLE EXPERIENCE AND TRAINING:**

High school graduation, or its equivalent (some college work in fire sciences desirable).

### **CERTIFICATES AND LICENSES REQUIRED:**

Basic Firefighter certification from the Texas Commission on Fire Protection and an appropriate Texas driver's license.

EMT-Basic certification from TDSHS or National Registry.

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