

	SW POLK FIRE DISTRICT FIREFIGHTER-EMT Job Description	
	Salary Range: \$48,137.28-\$56,303.39/year	Department: Operations
	Classification: Non-exempt, Civil Service	Supervisor: Deputy Chief
	Representation: IAFF Local 4861	Location: Varied

PURPOSE OF POSITION:

The Firefighter-EMT performs firefighting and emergency medical services, including but not limited to, fire prevention, control, and extinguishment, driving and operating firefighting apparatus and emergency vehicles, and performing rescues, medical treatment, training, public education, and station maintenance duties.

ESSENTIAL JOB DUTIES:

The list below depicts the tasks the position exists to perform and illustrates the various types of additional work that may be performed. The omission of specific duties does not exclude them from being performed by the job or classification if the work is similar, related to, and/or a logical assignment for the position.

- Responds to fire alarms, medical emergencies, hazardous conditions, and related public service activities as required.
- Works as an integral part of a firefighting/EMS unit, utilizing procedures and techniques as prescribed by the department and supervising physician.
- Uses specialized firefighting, EMS and rescue equipment/tools, demonstrating a high level of proficiency and skill.
- Drives, operates, and maintains fire/EMS apparatus and related equipment as prescribed by the department.
- Maintains fire stations, equipment, and grounds, including routine housekeeping and maintenance.
- Practices firefighting skills in organized drills.
- Performs fire suppression activities including, establishing a water supply, advancing and operating hose lines, search and rescue, ventilation and salvage/overhaul operations.
- Performs emergency medical services, including assessment and treatment of patients within scope of practice and Fire District protocols.
- Provides patient care including extrication and preparation for movement, carrying and loading, and transportation to a medical facility.
- Other related EMS duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise balance the workload.
- Maintains EMT licensure through routine continuing education.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

AUXILIARY JOB DUTIES:

- Communicates with hospital staff and other allied health personnel.
- Prepares patient care reports, billing information, and other documentation as required by the department and supervising physician.
- Develops and presents public safety education and prevention materials to local schools and civic groups.
- Conducts station tours.
- Completes pre-fire surveys and company level inspections.
- Performs continuing educational instruction, as assigned.
- Participates in various on-the-job training programs, and other related duties as assigned.
- Serves as a CPR instructor, as needed.
- Performs other tasks and assignments as delegated by the Fire Chief or a designee.

EMPLOYMENT STANDARDS:

General Qualifications:

- Must be 18 years or older.
- Valid Oregon driver's license at time of appointment and throughout employment.
- An acceptable driving record and insurable by the District's insurance carrier.
- Must pass an annual medical physical based on NFPA standard 1582.

Experience and Education:

- High school diploma or GED.

Associate or Bachelor's degree in related field is preferred.

Certification or Licensure:

- Must possess and maintain an Oregon EMT certification.
- NFPA Firefighter I.
- NFPA Firefighter II within one (1) year.

NFPA Firefighter II Certification and NFPA Fire Instructor I Certification are preferred.

Knowledge of:

- Principles and practices of firefighting, emergency response, rescue, and fire prevention.
- Applicable federal, state, and local laws and regulations.
- Current literature, laws, regulations, and developments that impact fire and rescue activities.
- Principles and practices of business computer use and applications.

Ability to:

- Act promptly and use good judgment in emergencies and to deal tactfully with the public.
- Perform effectively at elevated heights.
- Learn various fire suppression, fire prevention and emergency medical techniques, procedures and methods, including the operation of specialized firefighting apparatus.

- Learn the operation and mechanical principles involved in operating firefighting apparatus.
- Accurately recall street systems, addresses and fire hydrant locations in first response areas.
- Understand and follow oral and written instructions.
- Act effectively and calmly in emergency situations.
- Work effectively with the public, other agencies and other employees.
- Perform strenuous activities under hazardous and dangerous conditions.

PHYSICAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this classification.

While performing the duties of this position, the employee is frequently required to stand, sit, read, communicate, reach and manipulate objects, tools or controls. The position requires mobility over all terrains and throughout buildings that may necessitate working in cramped spaces, crawling, climbing ladders and stairs, as well as related physical ability required for structural/wildland firefighting operations. Duties involve moving materials weighing up to 20 pounds on a regular basis and may exceed 100 pounds on an infrequent basis. Manual dexterity and coordination are required over 50% of the work period while operating equipment such as computer keyboard, calculator, motorized vehicles, instruments and tools used for fire investigations and inspections, fire suppression equipment, etc.

WORKING CONDITIONS:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this classification.

Work is performed primarily in office, vehicle and outdoor settings in all weather conditions, including temperature extremes, during day and night. Work is often performed in emergency and stressful situations. Work is occasionally performed in confined spaces and/or in complete darkness. The employee will be exposed to hazards associated with the above job functions, including fire, smoke, noxious odors, fumes, chemicals, solvents and oils. 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. The noise level in the work environment is usually quiet in office settings and loud at an emergency scene.

WORK SCHEDULE:

Schedule may vary, employees may be scheduled to work 8-hour, 12-hour, or 48-hour shifts.

WAGE & HOUR STATUS:

- Non-exempt, Civil Service

REVIEWED AND APPROVED:

EMPLOYEE _____

DATE _____

SUPERVISOR _____

DATE _____