

# SHERIDAN/WEST VALLEY/SW POLK FIRE DISTRICT'S

## FIREFIGHTER/EMT

### POSITION DESCRIPTION

#### PURPOSE OF POSITION:

Perform firefighting and emergency medical services, including but not limited to, fire prevention, control and extinguishment, driving and operating firefighting apparatus and emergency vehicles, rescue, medical treatment, training, public education and station maintenance duties.

#### EXAMPLES OF DUTIES:

The duties listed below are only intended 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 classification if the work is similar, related and/or a logical assignment to the classification.

- Respond to fire alarms, medical emergencies, hazardous conditions and related public service activities as required.
- Work as an integral part of a firefighting/EMS unit, utilizing procedures and techniques as prescribed by the department and supervising physician.
- Use specialized firefighting, EMS and rescue equipment/tools, demonstrating a high level of proficiency and skill.
- Drive, operate and maintain fire/EMS apparatus and related equipment as prescribed by the department.
- Maintain fire stations, equipment and grounds, including routine housekeeping and maintenance.
- Practice firefighting skills in organized drills.
- Perform fire suppression activities including, establishing a water supply, advancing and operating hose lines, search and rescue, ventilation and salvage/overhaul operations.
- Perform emergency medical services, including assessment and treatment of patients within scope of practice and Fire District Protocols.
- Provide patient care including extrication and preparation for movement, carrying and loading, transportation to 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.
- Maintain EMT licensure through routine continuing education.
- Performs other tasks and assignments as delegated by the Fire Chief or his designee.

#### AUXILIARY JOB FUNCTIONS:

- Communicate with hospital staff and other allied health personnel.
- Prepare patient care reports, billing information and other documentation as required by the department and supervising physician.

- Develop and present public safety education and prevention materials to local schools and civic groups.
- Conduct station tours.
- Complete pre-fire surveys and company level inspections.
- Perform continuing educational instruction as assigned.
- Participate in various on the job training programs, and other related duties as assigned.
- Serves as a CPR instructor as needed.

## KNOWLEDGE, SKILLS AND ABILITIES

### 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:

- Perform effectively at elevated heights.
- Learn various fire suppression, fire prevention and emergency medical techniques, procedures and methods, including the operation of specialized fire fighting apparatus.
- Learn the operation and mechanical principles involved in operating fire fighting 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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. 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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. 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.

**QUALIFICATIONS**

General Qualifications include:

- Must be 18 years or older.
- Possess a high school diploma or GED.
- Have a valid Oregon driver's license at time of appointment and maintain throughout employment.
- Have acceptable driving record and be insurable by District's insurance carrier.
- Must possess ability to act promptly and use good judgment in emergencies and to deal tactfully with the public.

Minimum Qualifications include:

- Must possess and maintain an Oregon EMT certification.
- Must pass an annual medical physical based on NFPA standard 1582.
- NFPA Firefighter I.
- NFPA Firefighter II within one year.

Preferred Qualifications include:

- NFPA Firefighter II Certification
- NFPA Fire Instructor I Certification
- Associates/Bachelors Degree in related field

**REVIEWED AND APPROVED**

CIVIL SERVICE COMMISSION \_\_\_\_\_  
CHAIRPERSON

DATE \_\_\_\_\_

EMPLOYEE \_\_\_\_\_

DATE \_\_\_\_\_

SUPERVISOR \_\_\_\_\_

DATE \_\_\_\_\_