

FIREFIGHTER/EMT - P

Position Purpose:

The purpose of this position is to protect life and property by performing firefighting, providing emergency medical care, controlling hazardous materials, performing public fire and life safety education, public outreach programs and conducting inspections of businesses and private homes for fire prevention. Performs all other related work as required.

Supervision:

Supervision Scope: Performs highly responsible duties; makes decisions which involve choices of action within limits defined by standard practices and instructions.

Supervision Received: Works under the general direction of the Fire/EMS Chief/Officer in Charge, and in conformance with departmental regulations and professional standards. Employee refers all unusual cases to supervisor.

Supervision Given: In the absence of a superior officer may supervise department employees while in command of a fire/emergency scene.

Job Environment:

Work is performed primarily in an office environment, in vehicles, and at the scene of fires/emergency scenes under varying weather conditions and under conditions which may involve considerable personal danger with exposure to bio-medical hazards, temperature extremes, Employee is exposed to the hazards associated with fighting fires and rendering emergency medical assistance including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils. Can be expected to work long continuous periods of time. The noise level in the work environment is usually moderate in office setting and very loud at an emergency scene. When on call, required to immediately report to duty 24 hours a day. Work schedule may be unpredictable.

Operates emergency medical aid equipment, fire apparatus, fire pumps, hoses, ladders, radio, pager, and other standard firefighting equipment. Required to wear uniform and protective clothing/equipment.

In the office, operates computer and standard office equipment such as telephone, copier, and fax; when at a fire or EMS emergency operates some or all of the following equipment: all fire apparatus, various power and hand tools, emergency medical aid equipment, a radio, and all other standard firefighting equipment. Makes contacts with the general public, local hospitals, regional and state government agencies, insurance and medical billing companies, vendors, lawyers, other local fire departments, other town departments, and other public safety personnel.

Has access to highly sensitive and confidential information, such as personal data regarding department members and medical records of citizens and patients; Application of appropriate judgment, discretion and adherence to confidentiality protocols is required.

Errors could endanger the lives of individuals, be costly in terms of decreased or less efficient protection to persons and property, considerable delay and confusion, possible personal injury/death, and result in serious financial and legal repercussions.

Essential Functions:

(The essential functions or duties listed below 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.)

Responds to Fire/EMS emergencies, responding to emergency calls throughout the town, state, and region working under hazardous conditions, performing hazardous duties, in combating and extinguish fires and offering medical aid. Performs firefighting activities utilizing fire hose, heavy stream appliances and extinguishers, and ladders; ventilates burning buildings, using forcible entry tools, if necessary; enters burning buildings to evacuate and rescue persons in danger and control fire. Protects fire-damaged property by spreading salvage covers, removing excess water and debris, and securing buildings against rekindling, inclement weather, and trespassers.

Conducts rescue operations including technical rescue situations utilizing department equipment and tools as necessary.

Provides emergency medical services as a certified Massachusetts EMT. Determines nature and extent of injury or illness of victim.

Administers medical aid and resuscitation. Performs emergency rescue and extrication work at accident scenes. Prepares victims to be transported by ambulance; drives ambulance and fire apparatus.

Communicates with local hospitals, transferring patient reports to the emergency services staff; follows up with emergency room doctors regarding treatment modality; participates in run reviews for training purposes.

Physically examines and takes history of victim; formulates a plan of treatment and performs therapeutic maneuvers in accordance with standing orders, and packages and transports the patient to the nearest appropriate facility.

Determines patient status and renders appropriate care on-site and in route. Observes patient in route and administers care based on standing orders as directed by physician or pre-hospital treatment protocols.

Assists in lifting, carrying and transporting victims to medical facilities. Reports verbally and in writing observations about the patient and care provided at the scene and in route.

Provides assistance to emergency staff as required in the transference of patient care.

Gathers and prepares EMS run forms for the purpose of billing, quality and control checks, general filling and proper documentation.

Replaces supplies; coordinates sterilization of used supplies; checks and maintains equipment; and decontaminate surfaces. Ensures that ambulances are equipped to handle all incidents with the best level of ability for the people served.

Conducts inventories of department equipment and emergency medical supplies.

Maintains proper inventory of medications for BLS support levels and insures all ambulance equipment is in proper operating order.

Responds to and assists in the control and mitigation of hazardous materials emergencies such as gas leaks, carbon monoxide, etc.

Responds to and assists in controlling the effects of environmental emergencies, i.e. earthquakes, hurricanes, floods, etc., including performing rescues and evacuations.

Assists in the inspection, cleaning and light maintenance of equipment, vehicles, tools and structures.

Inspects oil burners, propane storage, smoke detector/carbon monoxide detectors.

Applies for grants.

May review building plans including new construction and renovation.

Issues departmental permits in accordance with state and local regulations.

Sets up public outreach programs and lesson plans for school age children; provides safety education for adults and seniors.

Supervises explosive detonations at construction sites.

Participates in continuing training and instruction programs through individual study of technical material and attendance at scheduled drills and classes.

Maintains and cleans buildings and grounds.

Trains other Firefighter/EMTs and EMTs as needed.

Assists in maintaining and repairing the municipal fire alarm system.

When reporting for duty, must have clothing in conformity with the rules and directives. Performs similar or related work as required, directed or as situation dictates.

Recommended Minimum Qualifications:

Education, Training and Experience:

High School Diploma or equivalent, Associates Degree preferred, Emergency Medical Technician; Commonwealth of Massachusetts Fire Academy Recruit Firefighter graduate preferred Graduation from Massachusetts Fire Academy Recruit Firefighter program required within one year of appointment.

Special Requirements:

Completion of Massachusetts Recruit Firefighter Program including Firefighter I/II certification (Massachusetts Firefighting Academy) which must be completed within one (1) year of employment.

CPR Certification

EMT

Haz Mat First Responder Operational Certification

Pump Operator Certification

Aerial Ladder Operator Certification

Fire Prevention Officer Credentialing- Basic, Level 1 and Level 2

Possession of a valid motor vehicle operator's license

CDL License, desirable

Must pass HRD (Commonwealth of Mass. Human Resources Division) physical exam and HRD physical abilities test (PAT).

NIMS 100, 200, 700

Must be a minimum of 21 years of age

Knowledge, Ability and Skill:

Knowledge: Working knowledge of the hazards and safety precautions involved in the work performed. Working knowledge of fire suppression and prevention principles, procedures, techniques and equipment. Highly proficient at medical care and resuscitation techniques and their application. Knowledge of fire apparatus and equipment, fire suppression, ventilation and salvage work, extrication and rescue. Knowledge of advanced medical practices, building construction and fire codes.

Ability:

Ability to communicate clearly and concisely in writing and orally, and to speak on behalf of the department. Ability to work with little daily supervision. Ability to respond accurately and professionally during stressful and emergency situations. Aptitude for and attention to detail and accuracy; read, write, add, subtract, multiply and divide. Must understand and follow safety work rules and operating guidelines. Courage and emotional stability. Ability to apply standard firefighting and emergency aid techniques to specific situations. Ability to follow proper methods, procedures and safety precautions of a Firefighter and EMT. Ability to perform arduous tasks requiring physical endurance and agility under adverse conditions.

Ability to establish and maintain effective working relationships with employees and the public. Ability to follow orders in a prompt, efficient and safe manner in accordance with department rules and regulations. Ability to communicate in writing and orally effectively with the public and to make safe and sound medical emergency decisions often under stressful conditions.

Skill: Skill in operating all fire-EMS equipment and apparatus. Skilled in the use of all office equipment and all emergency tools, equipment and supplies. Skills in patient care and public relations. Skills in report writing, computer usage, driving, and two-way radio usage.

Assists in the maintenance of municipal fire alarm system. Proficient computer skills.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Moderate to strenuous physical effort required in the performance of work at the scene of emergencies. Physical agility required to access all areas of emergency sites. During emergencies, may be required to talk, walk, run, stoop, kneel, crawl, bend, and reach with hands and arms. Employee is required to use hands to finger, handle or feel object, tools or controls. Ability to hear calls for help, groaning, listen for breath sounds, hear BP, etc.; good eye-sight for far vision, near vision, to operate a motor vehicle and to distinguish colors. Employee must be able to detect odors. Must possess excellent manual/finger dexterity to perform CPR, bandage patients, use air bag ventilators, etc. The position involves physically hazardous functions under emergency conditions. Must be able to connect and pull and operate hose lines; operate a pump; position and climb ladders/stairs; lift/carry equipment or persons weighing more than 150 pounds; push; climb; stoop; kneel; crawl; and reach with hand and arms; ability to work in confined spaces. Performance of work also involves standing and walking for long periods of time. Physical agility is required to access all areas at the scene of a fire. Wears protective equipment weighing over 50 pounds. Performs strenuous physical efforts during emergency or training activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke. Required to detect odors and have temperature sensitivity. Ability to hear and talk. Physical ability to drive a car, fire apparatus, and ambulance.

(This 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.)