



JOB DESCRIPTION

Firefighter/Paramedic

Date Prepared: December, 2017

SUMMARY: Under basic direction, perform fire fighting, emergency and non-emergency medical response and advanced life support activities to protect life and property; responds to a variety of fire and emergency and non-emergency calls for service including structure fires, traffic collisions, hazardous materials incidents, building collapses, and wildland fires; operates a variety of fire suppression and life-saving equipment; performs station and equipment maintenance; performs related duties, as required.

ESSENTIAL FUNCTIONS: -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to the following:*

- Respond to fire and emergency alarms.
- Perform all phases of fire suppression work.
- Perform rescue, ventilation, overhaul, salvage, and clean-up activities at fire scene.
- Place fire hoses, set ladders, operate fire streams, ventilate and enter burning structures to extinguish fires and rescue victims.
- Operate pneumatic and auxiliary equipment such as generators or pumps.
- Respond to hazardous materials incidents.
- Provide emergency and non-emergency medical care and advanced life support as needed which may include but is not limited to defibrillation, clearing airways, pulmonary ventilation, intubation, inserting IVs, splinting fractures, treating burns, performing CPR and administering medication, and inform physician of patient condition.
- Prepare, submit, and maintain electronic and hand-written reports on fire suppression activities, incidents, and accidents, emergency medical service provision, and other job related information.
- Perform station maintenance, maintain station living quarters, grounds, and exterior areas in a clean and orderly condition.
- Operate, inspect, and maintain equipment used to carry out job responsibilities equipment.
- Perform minor repairs on apparatus or equipment inside and outside of facilities.
- orders necessary supplies.
- Conduct and participate in training exercises.
- Develop skills in fire suppression, medical aid, apparatus operation, rescue operations, hazardous materials response, and other related areas.
- Conduct classes on relevant levels of emergency medical service delivery to department and community members, as needed.
- Maintain electronic and hand-written records and logs of work in-progress and completed.
- Prepare statistical and analytical reports, as required.
- Stay current on new innovations relative to firefighting, fire prevention and emergency medical services.
- Participate in testing of a variety of department equipment, including but not limited to fire hose, ladders, fire pumps, breathing apparatus and other job-related equipment.
- Participate in public education activities related to Fire Department functions and Community Risk Reduction initiatives and techniques.

MINIMUM QUALIFICATIONS:

Education, Training and Experience Guidelines:

Must be at least 18 years old and possess a High School diploma or equivalent supplemented by specialized firefighter and emergency medicine/paramedic training. Successful completion of a California State Fire Marshal Accredited Basic Firefighter Academy. Prior experience in fire suppression, rescue, and Emergency Medical Services/Paramedic is desirable.

Knowledge of:

- Procedures and equipment used in modern fire fighting, emergency medical, and paramedic response operations.
- Operational characteristics of emergency response vehicles, fire suppression apparatus and equipment.
- Principles and practices of modern fire prevention, fire suppression, rescue, and other related services.
- Advanced principles of emergency medical service provision, first aid, and life support.
- Methods and techniques of handling hazardous materials.
- Geography and street layout of the city and surrounding area.
- Basic methods of research and report preparation.
- Pertinent federal, state, and local laws, codes and regulations governing fire safety.

Skill in:

- Operating and maintaining associated fire suppression apparatus and equipment.
- Operating and maintaining equipment related to the delivery of pre-hospital medical care and transportation.
- Performing a variety of fire suppression and emergency medical response activities including administering advanced life support and responding to hazardous materials incidents.
- Preparing a variety of technical and operational reports in electronic or hand-written format.
- Driving emergency response vehicles and apparatus safely in varying traffic and weather conditions.
- Observing and following safe work practices.
- Responding to requests and inquiries from the general public.
- Operating office equipment, including computers and supporting word processing and spreadsheet applications.
- Communicating clearly and concisely, both orally and in writing.
- Maintaining physical condition appropriate to the performance of assigned duties and responsibilities.
- Providing efficient customer service and communicating clearly and objectively both verbally and in writing.
- Organizing with the ability to prioritize work and exercise independent judgment, wisdom, common sense, and initiative.
- Thoroughly carrying out oral and written instructions.
- Establishing and maintaining effective working relationships with those contacted in the course of work, including City and other government officials, co-workers, community groups, and the general public.
- Applying safe work practices.

LICENSE AND CERTIFICATION REQUIREMENTS:

- Must possess a valid California class "C" driver's license upon hire and maintain throughout the length of employment with the City of Victorville.
- Must obtain a California Class "C" driver's license with Firefighter endorsement within two year of employment.
- ICEMA accredited paramedic, or ability to achieve accreditation within 45 days of appointment is required.
- Valid Physical Ability (Biddle or CPAT) dated within 1 year of the recruitment closing date is required.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed both within the fire station in close proximity to other workers and in various outdoor climates and conditions. Incumbent must be physically able to perform strenuous and hazardous tasks under emergency conditions and must have the stamina and the mobility to work a minimum of a 48 hour shift and to respond to major fire alarms and medical calls for service. Running, bending, stooping, climbing, pulling, and repetitive lifting of heavy objects. Incumbent must be able to pass the medical examination required of fire personnel to ensure fitness for duty. Ability to see and hear in the normal range with or without correction and communicate verbally and in written form with great clarity and must be able to be understood in situations with high degrees of noise. Must possess the strength, stamina, and aerobic capacity to work effectively during prolonged periods of strenuous activities including hiking, lifting heavy objects, climbing ladders, operating heavy machinery, repetitive body movement, crawling, all while wearing protective clothing and equipment. Ability to work at heights, confined spaces, and dark environments while wearing protective gear and breathing apparatus. Work is performed in a variety of environmental conditions, both indoors and out, with exposure to wide temperature variations, noise, vibrations, fumes, smoke, grease, machinery and its moving parts, odors, dust and irritating or hazardous materials and chemicals. Protective clothing helmets, gloves, boots, etc., are required while responding to emergency calls. Incumbent must be able to meet the following physical demands: sufficient manual dexterity which permits the employee to operate equipment used in fire fighting. sufficient personal mobility and physical reflexes, which permits the employee to perform all duties involved in protecting life and property. Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at a fire or related emergency scene. Incumbent will be required to respond to emergencies after regular working hours and on weekends and must be willing to work an irregular schedule, which will include weekends, holidays, evenings and/or varying hours.

Department Head

Date

Personnel Officer

Date