



## JOB DESCRIPTION

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<b>TITLE:</b>	Part-time Firefighter Paramedic
<b>DEPARTMENT:</b>	Fire
<b>GRADE:</b>	F3
<b>FLSA:</b>	Non-Exempt
<b>EEO DESIGNATION:</b>	Protective Service
<b>REVISION DATE:</b>	02/13/2017

### **POSITION SUMMARY**

Under general supervision, provides direct services, individually and as a member of a team in response to emergency calls and planned events to protect life, property and the environment. Participate in fire prevention, community education, community wellness, training, equipment and facility maintenance activities, while maintaining a positive and professional attitude. Additionally, a Paramedic/Firefighter will respond to medical emergencies and provide pre-hospital ADVANCED LIFE SUPPORT care to victims of injury or illness. A Paramedic/Firefighter is ordinarily the highest medical authority at an emergency medical scene and as such, makes medical decisions based on standing orders, protocols and orders from on-line and off-line medical direction.

### **ESSENTIAL FUNCTIONS:**

- Respond to and assist at a wide variety of calls for service including but not limited to fires, rescue situations, hazardous materials incidents, medical emergencies, floods, natural and manmade disasters, elderly assists, police assists and motorist assists.
- Respond to emergency medical incidents; triage patients and determine appropriate medical care. Provide basic and advanced life support, and transport the sick and injured to definitive care
- Function within department EMS protocols and department SOGs.
- Identify and implement appropriate tactics to evacuate occupants, rescue victims, protect exposures, perform fire control and extinguishment, forcible entry, ventilation, salvage and overhaul activities; raise and climb ladders; connect and extend and operate hose lines and perform other related duties as needed to protect life, property and the environment at fire, hazardous materials, and rescue related incidents.
- Conduct daily inspection of condition and readiness of division apparatus and equipment; perform minor repairs and preventative maintenance of apparatus and equipment; clean, wash and maintain apparatus and equipment; maintain the fire station and grounds; maintain inventory of equipment and supplies; and participate in periodic testing of ladders, fire hose, SCBA, pumps, and other apparatus and equipment.
- Inventories medical equipment and medications daily to ensure proper control and inventory.
- Perform a variety of administrative duties including preparing timely and accurate patient care reports.
- Participate in City and Department training.
- Conducts departmental training sessions on topics related to the employee's job functions.
- Perform as a driver of ambulances and or as a driver/operator of fire apparatus or any other city owned vehicle.



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- Conduct life safety inspections of commercial, residential, public assemblies and governmental buildings to ensure compliance with applicable life safety regulations, ordinances and standards.
- Provide community education and event support including station tours and education classes.
- Assist in other department administrative activities as assigned.
- Perform a variety of administrative duties including preparing reports and forms, conducting research, and preparing and presenting recommendations.
- Perform all other duties assigned.

### **MINIMUM QUALIFICATIONS**

- Must possess a valid Utah Driver license.
- Must have high school diploma or the equivalent (GED).
- Certification and licensure as a Paramedic by the State of Utah Department of Health, Bureau of Emergency Medical Services.
- Must maintain state-mandated continuing education requirements, including current American Heart Association (AHA) certification in (CPR), Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS), or equivalent.
- Firefighter I, Firefighter II through the Utah Fire Service Certification System are requirements for this position. Applicants for Firefighter I certification must be state certified through the Utah Fire Service Certification system at the Hazardous Materials Awareness Personnel Level and Hazardous Materials Basic Operations Level.
- Must possess or obtain Red Card Certification within one year of hire.
- Must satisfy the medical requirements of National Fire Protection Association (NFPA) Standard 1582 and at all times maintain a fitness level that meets or exceeds the minimum standard of the department physical ability test.
- Successful completion of NIMS and ICS 100, 200, 700, & 800. The obtainment of NIMS and ICS may be waived for one year from hire date.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Considerable knowledge of firefighting practices and procedures, fire hazards, safety precautions, fire hydraulics, building construction and mechanics.
- Considerable knowledge of hazardous materials operations and technical rescue awareness.
- Ability to climb ladders, work at considerable heights, in confined spaces or sight obscured environments, and perform limited mechanical work.
- Considerable knowledge of City geography, and department policy, procedures, rules and regulations.
- Ability to analyze situations quickly and objectively to determine the proper course of action under stressful and emergency conditions.
- Ability to understand and carry out oral and written instructions.
- Ability to prepare written reports using proper grammar and spelling.



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- Ability to maintain effective working relationships with other employees and the public.
- Ability to meet the physical requirements established by the department.
- Use job related computers and software applications

### **WORKING CONDITIONS AND PHYSICAL DEMANDS:**

Response to emergency situations and participation in training activities. Involves considerable exposure to stressful situations, strenuous and moderately heavy physical activity; required to stand, walk, crawl or sit in uncomfortable positions for extended period of times; involves exposure to dangerous situations under disagreeable conditions such as a cold, wet, high temperatures, toxic fumes, smoke, excessive noise, hazardous materials, communicable diseases, vibration, heights, confined spaces, emergency driving, little to no sleep for extended periods, etc. May be subjected to lifting and dragging items of excessive weight. Unconventional working hours are required including nights, weekends, holidays, and shifts of up to 48 hours in length. Required to travel to different sites and stations.

*The City of Draper is an equal opportunity employer without regard to race, color, religion, national origin, disability, genetic information, sex or age. The intent of this job description is to provide a representative summary of the major responsibilities and duties performed on the job. It is not intended to be an exhaustive list of all job-related duties and responsibilities that an employee may perform. An employee in this position will be required to perform any other job-related duties required by their supervisor. This job description is not intended to and does not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.*