

## **Louisville Fire Protection District** **Firefighter/EMT Job Description**



### ***Firefighter Minimum Requirements:***

- High school diploma
- Associate Degree in fire science, paramedicine, business or related field or equivalent (or obtain within 3 years of hire)
- Minimum of 21 years of age
- Maintain a current, unrestricted Colorado driver's license
- Certification as State of Colorado Firefighter I, EMT-B, Hazardous Material Operations
- NWCG 130/190
- U.S. citizenship
- Pass criminal background check with no felony convictions or multiple misdemeanor offenses
- Pass a psychological evaluation
- Successful completion of NIMS IS-100 and IS-700
- Meet minimum annual fitness and physical requirements
- Certified child car seat technician within first year of hire
- IV certification within 6 months of hire
- May be required to attain a State of Colorado Hazardous Material Technician as required by the Fire Chief

### ***Desired Qualifications:***

- State of Colorado Firefighter II, Fire Instructor I, Driver Operator (Pumper)
- State of Colorado EMT-P

***For additional information about the department or minimum requirements please visit:***

<http://www.louisvillefire.com/>

### **Position Summary:**

The Career Firefighter/Emergency Medical Technician (EMT) is a frontline Firefighter/EMT, acting as part of an engine, medic, or ladder company in a combination fire department. The Firefighter/EMT assists the Engineer and Officer in maintaining the equipment and apparatus, and supports the Officer in additional duties around the station. The Firefighter/EMT works various shifts as outlined in the District's employee handbook. As a general rule, career personnel work 48-hour shifts, however the work schedule is not guaranteed.

### **Supervision Received:**

Position reports directly to a career company officer, however, daily activities may be coordinated through the shift Battalion Chief. The Incident Commander or Fireground Officer shall also supervise this position.

### **Supervision Exercised:**

The Career Firefighter/EMT may act as an Engineer as outlined in procedure.

### **Essential Duties and Responsibilities:**

- Responds to incidents, per the Department Standard Operating Procedures and Guidelines.
- Meets training requirements.
- Supports the volunteer programs of the department.
- Provides basic life support care.
- Completes or ensures completion of patient reports
- Drives and maneuvers fire apparatus safely and effectively, adapting to changing conditions while enroute (snow, ice, rain, blocked roads, etc.).
- Understands the organization of the fire department and follows the applicable rules and regulations.
- Operates a variety of fire pumps, calculating and setting the appropriate operating pressures while acting as an engineer.
- Performs hose evolutions and controls fire with a variety of suppression agents while maintaining orientation in a fire building.
- Recognizes hazardous conditions (e.g. backdraft, presence of harmful atmospheric contaminants, possible structural collapse) and takes appropriate action to assure the safety of firefighters and the public.
- Performs daily and weekly preventative maintenance inspections of apparatus and equipment to assure its operational readiness.
- Assists in maintaining apparatus and equipment maintenance records.
- Assists in periodic tests of hydrants, fire pumps, fire hose, and other equipment.
- Corrects, or causes to be corrected, all operational deficiencies found during periodic maintenance inspections.
- Participates in the inspection of residences and business properties for possible safety hazards.
- Cleans and maintains the stations, grounds, and other equipment.
- Understands oral/written instructions and is able to prioritize quickly to determine the most effective course of action.
- Works in a positive manner and encourages safe and coordinated teamwork and emergency response.
- Participates in a proactive, regular, physical fitness program.
- Treats coworkers, members, and the public with dignity, courtesy, and respect.
- Trains and completes certifications to maintain or improve skills necessary to perform as a Firefighter/EMT with the department.
- Performs other duties and tasks as assigned.

#### **Periodic Duties:**

The Career Firefighter/EMT may be required to work additional paid overtime including weekdays, weekends, evenings, and nights. He/she may attend remote meetings, conferences and trainings, requiring reimbursed travel, including overnight lodging.

#### **Knowledge, Abilities, and Skills:**

Knowledge of:

- Modern fire service methods and procedures in suppression, prevention, hazardous material and emergency medicine
- Fire/EMS service company-based operations
- Customer service and public relations

- Applicable federal, state, local codes & ordinances, and Boulder County EMS protocols
- Fire and EMS training and instructional methods
- Fire Department policies, procedures and rules
- National Wildfire Coordinating Group (NWCG)/National Incident Management System (NIMS) organizational principles

Ability to:

- Operate as an effective member of an engine, medic, or ladder company and volunteer members
- Communicate effectively orally, in writing, and by electronic media; train, instruct, and assist in the training of other department members
- Establish and maintain effective working relationships with superiors, subordinates, peers, and the public
- Manage and complete numerous technical and complex collateral administrative assignments; prioritize work assigned from multiple superiors
- Implement, coordinate, and operate within an ICS system

Skills:

- The Career Firefighter/EMT must keep up the necessary skills to maintain minimum qualifications and required certifications. Also completes all "Qualification Packs" as assigned by his/her company officer.

**Work Environment:**

The Career Firefighter/EMT normally works a 48-hour shift; primarily conducts assigned duties at emergency scenes, on and around apparatus, at fire station, and in training settings. He/she frequently functions in office environment and occasionally addresses public groups. Must meet the requirements of the Employee Policy Manual.

**Tools and Equipment:**

The Career Firefighter/EMT uses department apparatus, ancillary fire/rescue/EMS equipment and tools, personal computer, telephone, copier, facsimile machine, audio-visual projectors, digital camera, and fire training simulator.

**Physical Demands:**

A Career Firefighter/EMT is subjected to quick physical exertion over periods exceeding several hours; responds to emergencies during personal time, including during meals and scheduled rest/sleep; lifts heavy objects including other persons; climbs stairs and ladders; is exposed to heights and confined spaces; drives apparatus at all hours, in severe weather; operates in hazardous conditions including heat, smoke, toxic elements, and severe weather; requires contact with severely ill and injured persons; may be exposed to others with communicable and infectious diseases; attends fire/rescue/EMS trainings as an instructor or a student.

**Salary and Benefits:**

- The salary package - see salary schedule
- The Career Firefighter/EMT is eligible to test for a grade promotion every year providing the certification requirements are complete for the next grade level.

- The Career Firefighter/EMT may participate in the department health insurance plan; and is also eligible for PERA benefits.

**Job Status:** *Full-Time; FLSA Non-Exempt*

**Employment Status:** *At-Will*

**Hours:** *As required to meet position*