

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

16055 Old Forest Point, Suite 103

Monument, CO 80132

POSITION DESCRIPTION



Position Description
Firefighter/Paramedic

Position Title: Career Firefighter /Paramedic

Agency Division: Operations

Pay Grade: PA1-PP5 (non-exempt)

Employment Status: At-Will

Reports to: Shift Officer

Job Summary:

Performs technical emergency medical services, standard firefighting, hazardous materials and fire prevention duties to prevent or minimize the loss of life and property by fire and emergency medical conditions. Under the supervision and direction of the Fire District's command structure, the Firefighter/Paramedic performs a variety of technical work and labor required by the State of Colorado. This position requires the Firefighter/Paramedic to respond emergent and non-emergent medical services in compliance with the medical protocols of the Fire District's Medical Director.

Essential Duties and Responsibilities:

- Work requires extensive training in the performance of emergency medical response and firefighter skills/duties.
- Maintain knowledge of compliance with all rules, policies and procedures of the District.
- Consistently promotes professional image with job performance.
- Interact and cooperate in a positive and professional manner with all personnel and customers of the Fire District.
- Understands and follow detailed oral and written instructions of superior officers.
- Clearly and concisely communicate, both verbally and in writing, information necessary to successfully conduct all duties and responsibilities.
- Accurately and appropriately documents all emergency activity on proper forms.
- Completes all necessary forms.
- Respond to emergent and non-emergent calls.
- Provide first aid and life support needs for sick and injured persons. Administer, manage and control patient care, at the ALS level, on an emergency medical scene, until patient care is transferred to someone of equal or higher medical certification.
- Fight fires, lays and connects hose lines and nozzles, and operates various firefighting equipment and machinery.
- Maintain medical equipment and ensure proper amounts of medical supplies, medications and accountability for controlled medications in their station.

- Participate in fire training activities, including fire prevention, fire-fighting tactics, disaster response, hydraulics, emergency medicine, and other related areas.

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- Perform routine building and grounds maintenance and custodial work at the fire station.
- Safely inspect, operate and maintain firefighting equipment and apparatus, including hoses, ladders, safety equipment, air packs, hand tools, power tools, smoke ejectors, and other related ventilation equipment.
- Take proper safety precautions, anticipate unsafe circumstances, and act accordingly to prevent accidents. Responsible for safety of self, others, materials and equipment. Use all safety equipment.
- Drive assigned apparatus on emergency calls.
- Participate effectively in after fire clean up, salvage, and construction work as required.
- Maintain acceptable fitness standard.
- Maintain current required certifications
- Perform related duties as assigned.

Supervision Received and Exercised:

This is an “at will” position which means the Fire District or employee may terminate the employment relationship at any time and for no reason. The Firefighter/Paramedic works under the guidance of the Shift Officer.

Education and Experience Requirements:

- High School Diploma or G.E.D.
- Hold and maintain a valid Colorado Driver’s License.
- Hold and maintain a CDPHE Fire fighter II certification (minimum).
- Hold and maintain a CDPHE EMT-Paramedic, ACLS, PALS, and CPR certification (minimum).
- Hold and maintain a Forest Service “Red Card” S130/190 (Minimum).
- Hold and maintain a CDPHE Hazmat Operations certification (Minimum).
- Hold and maintain NIMS-700, ICS-100, ICS-200.
- Current CPAT upon hire.

Knowledge, Skills and Abilities:

- Thorough knowledge of fire department activities, policies, procedures and services, including: modern fire suppression techniques, fire prevention, emergency medical services, fire and life safety codes, hazardous incident mitigation techniques, record keeping, and department administration.
- Possess strong communication skills to include clear oral and written communications.
- Ability to read, write, speak and understand English language at a level adequate to perform the position.
- Practice Conflict resolution and cooperation skills.
- Develop and maintain productive relationships with officials, community groups, advisory boards, the news media, and the general public.
- Perform the technical aspects of assigned specialty.
- Provide instruction to civic groups, school children and others regarding fire inspection and prevention.

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- Prepare displays, teaching materials and make oral presentations.
- Operate assigned equipment required to perform specific tasks.
- Identify fire hazards and causes.
- Perform duties of a Firefighter/ Paramedic
- Read, interpret, apply and explain rules, regulations, policies and procedures.
- Work independently with little or no supervision.
- Work courteously and tactfully with customers and employees.

Physical Demands:

- The physical demands and work environment 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.
- This position requires work in a variety of locations and conditions, including but not limited to, the fire station and other similar work areas as well as emergency scenes of every type.
- Strenuous physical activity under extreme adverse conditions will be required periodically.
- This position requires standing, running, walking, sitting, kneeling, stooping, bending, lifting, squatting, pushing, pulling, crawling, jumping, sliding, climbing, pinching, gripping, digging, spraying, reaching over head, reaching away from the body and repetitive motion.
- Vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- The employee may be required to push, pull, lift, and/or carry up to 50 pounds.
- Work may result in exposure to high noise levels requiring the wearing of hearing protection.
- Work may periodically require the employee to climb, balance, bend, stoop, kneel, crouch, and/or crawl.
- The employee may be required to work in outside weather conditions, in wet and/or humid condition, cold to below freezing, or in high, precarious places, near moving mechanical parts, near fumes, contaminants, odors, airborne particles, and/or toxic or caustic chemicals, confined spaces, high places, burning structures, near risk of electrical shock and/or vibration requiring the use of personal protective equipment.
- Work may be performed under dangerous, hazardous and adverse conditions, including but not limited to, weakened structures, slippery and uneven surfaces, proximity to moving mechanical equipment, burning structures, broken
- Work may result in exposure to infectious diseases or illness, such as Hepatitis A, B, or C, HIV, tuberculosis, small pox, etc.
- This position demands frequent use of sensory activities such as talking, seeing, hearing, smelling, feeling (identifying objects by touch), depth perception and color vision.
- This position will involve periods of high physical, mental/or emotional stress in probable traumatic situations.

Employee Name: _____

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My signature below confirms that I have received and read this EMT/firefighter position description and will comply with it at all times.

Employee Signature: _____ Date: _____

Fire Chief: _____ Date: _____

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