

## City of Anacortes

### *JOB DESCRIPTION*

**JOB TITLE:** Firefighter/Paramedic *or* Firefighter/EMT

**DEPARTMENT:** Fire Department

**REPORTS TO:** Lieutenant

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**PRINCIPAL PURPOSE OF JOB:** Controls and extinguishes fires and engages in search and rescue for the preservation of life and property. Responds to all medical emergencies and administers life saving measures as defined by the State Department of Health and Regional Emergency Medical protocol for a certified paramedic in Advance Life Support (ALS), or EMT in Basic Life Support (BLS). Maintains apparatus, quarters, buildings, equipment, and grounds as directed.

**LEVEL OF AUTHORITY:** Performs assigned responsibilities in accordance with established Skagit County protocols. In emergency situations performs duties where quick and sound decisions must be made, and where incorrect decision or action could result in serious risk of physical harm to self and co-workers, harm to other individuals, costly damage to equipment, increased property loss, or detrimental public view of the department. May be assigned to act as Upgrade Shift Officer in the absence of the Lieutenant.

**WORK ENVIRONMENT:** Work is performed in widely diverse environments depending on situational demands. Daily assignment at assigned station. When driving emergency fire or medical vehicles in response to calls, must navigate all kinds of road conditions at a safe speed and react quickly to other drivers' response to the emergency vehicle. At site of medical emergency, depending on the type of emergency, hazards potentially encountered include possible explosion of automobile or gasoline spill, broken glass, traffic passing scene of accident, difficult and dark terrain, animals, needle sticks, and exposure to contagious and infectious disease, including hepatitis and HIV, requiring strict adherence to protocols for infection control. At site of fire emergency, must perform strenuous and life-threatening work in a noisy, hot, smoky, and extremely dangerous environment, wearing heavy and hot protective gear with self-contained breathing apparatus; working on slippery roofs; crawling in dark and smoke-filled spaces such as attics; working off ladders in heat, steam, smoke, and possibility of exposed power lines; and with the potential for explosion of stored flammable gases or liquids in burning building. Depending on the site and type of fire, may be exposed to a variety of potentially deadly hazards.

**ESSENTIAL JOB FUNCTIONS:**

1. Respond to fire emergency calls as assigned, and perform tasks that may include search, rescue, ventilation, or suppression. Use department equipment as appropriate to extinguish fires of all types in buildings, grass, terrain, automobiles, or other sites.
2. Respond to emergency medical care calls as assigned for assistance to sick or injured people and treat them according to Skagit County EMS Protocols and guidelines and within the scope of practice. Drive and operate all department vehicles as qualified and appropriate.
3. Perform daily tests to keep all equipment and apparatus in state of readiness for emergencies. Perform routine equipment maintenance, such as checking fluids, hoses, and air pressure, and making corrections. For mechanical maintenance and repair, take to the City shop. Participate in training classes to maintain and increase knowledge, skills, and levels of certification.
4. Check hydrants and perform maintenance on a regular schedule and as needed; maintain records. Perform work in accordance with all safety policies and procedures, including the protocols for infection control. Wash equipment and perform station maintenance. Perform grounds maintenance as needed
5. Make public presentations, conduct tours of the station, or assist in presenting training classes for other staff, volunteers, community groups, or fire personnel from other districts.
6. Use computers to enter data and generate reports, and maintain necessary manual and computer records. Participate in off-duty call-back for standby and major emergencies, if located in the designated callback zone.

**ADDITIONAL JOB FUNCTIONS:** May perform portions of the work of higher classified positions occasionally, as assigned.

#### **QUALIFICATIONS:**

##### **Technical**

Must have current paramedic or EMT certification in Washington State. Prefer a minimum of one year experience as a paramedic or EMT. Must possess a valid Washington State Driver's license. Must satisfactorily complete Emergency Vehicle Incident Prevention (EVIP) course and maintain certification.

Must be able to satisfactorily complete firefighter I and II training at an accredited firefighter training program and become certified by International Fire Service Accreditation Congress (IFSAC).

##### **Physical Capabilities**

Physical strength and ability to perform intermittent strenuous work for extended periods of time under extremely dangerous and uncomfortable conditions, often while wearing bulky protective gear, including self-contained breathing apparatus. Strenuous work is defined as exerting force sufficient to lift and carry up to 160 pounds of body weight or as necessary lift whatever weight is required to handle the emergency or rescue. Occasional lifting must be done in spaces where use of correct lifting techniques may not be possible where the utilization of additional personnel are needed. Be able to successfully

maintain physical stamina and agility sufficient to perform physical activities of a firefighter. Hearing ability sufficient, for example, to use stethoscope to assess heart and lung sounds where ambient noise is a factor, and to communicate with team members and use portable radio while wearing self-contained breathing apparatus.

### **Other Capabilities**

1. Excellent communications skills, for example, to calm individuals experiencing a medical emergency, manage abusive behavior, create public trust, give and receive information on the radio under emergency situations, and provide informational presentations about the department.
2. Ability to read and interpret a variety of technical materials, including manuals and periodicals. Ability to write clear and concise reports using correct spelling and proper grammar. Ability to competently utilize various computer programs to enter data, keyboard and generate reports.
3. Ability to handle high level of personal stress, and to maintain composure and control of self and the situation, under a variety of adverse conditions, including verbal and physical abuse, witnessing death and critical injuries, and experiencing risk of personal harm. Must cope with situations firmly, courteously, tactfully, and with respect for all the rights of citizens.
4. Ability to perform duties and maintain personal conduct, attitude, and appearance that conform to strict policies, procedures, and discipline, within a hierarchal management system. Ability to work as a reliable team member, and establish and maintain effective working relationships with co-workers and others outside the department, such as hospital staff and police.
5. Ability to memorize and recall detail, such as addresses, incidents, and identification of objects. Knowledge of the geography of the city and its buildings, street systems, and special areas requiring pre-fire knowledge or special firefighting techniques.

### **Use of Tools and Equipment**

Ability to operate any and all vehicles as assigned and qualified, including fire apparatus and mobile intensive care unit (MICU). Ability to use all apparatus and equipment as assigned, including connect and use fire hose, ladders, bars, hooks, safety belts, and rope; use power equipment, including chain saw, gas-powered circular saw, portable pump, hydraulic-powered rescue tools, portable light generator, and electric saws and drills. Use hand tools, such as axes, shovels, pike poles, piercing nozzle, self-contained breathing apparatus (SCBA), and various small hand tools. Ability to use all equipment necessary for advanced life support in a pre-hospital setting, according to Skagit County EMS protocols.

### ***OTHER:***

1. As an absolute condition of employment, employees are required upon hire to sign a drug-free workplace agreement and an agreement not to use tobacco products in any form while on the job.
2. The statements contained in this job description reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility. It should not be considered an all-inclusive

listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

3. Following an offer of employment, and prior to starting work, individuals may be required to have a pre-employment physical examination by a physician designated by the City of Anacortes. The City will pay for the examination. Satisfactory clearance to perform essential job functions will be required for employment.

Are you able to perform the essential functions of this job with or without accommodation?

Yes \_\_\_\_\_

No \_\_\_\_\_

If testing is required, will accommodation be necessary?

Yes \_\_\_\_\_

No \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature

Date

Printed name \_\_\_\_\_