



## JOB DESCRIPTION

**Title:** Firefighter Paramedic

**Department:** Fire

**Reports to:** Fire Captain

**Pay Grade:** 59A – 59H

**Date Adopted:** October 5, 2020

**Previous Revision Date:** June 8, 2017

**Last Revision Date:**

**Type:** ☒ Full Time

☐ Part Time

**FLSA:** ☐ Exempt ☐ Salary

☒ Non Exempt ☒ Hourly

**Union:** ☒ Yes

☐ No

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### Job Summary:

This is a highly skilled firefighting, emergency medical services, rescue, and fire prevention position. Extinguish and prevent fires to protect life and property; maintain fire station equipment, apparatus, quarters, and operating equipment; provide public education; and perform prevention duties. Work is performed in accordance with general supervision and written procedures, under the command of a superior officer.

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### Essential Functions:

1. Respond to emergency medical, fire, and rescue calls, in accordance with Department policies, standard practices, and State and Department EMS protocols; provide rescue and required emergency medical services. Drive and operate EMS and fire apparatus, as allowed by Department policy.
2. Operate saws, power jacks, hydraulic tools, and a variety of other extrication equipment and rescue tools; and remove fire or accident victims to a safe location.
3. Inspect and maintain emergency equipment, apparatus, and radios to insure proper operating condition; maintain an adequate supply of medical aid equipment and other disposable materials.
4. Listen to station, vehicle, or portable communication devices and responds to emergency medical and fire alarms.
5. Perform firefighting services, in accordance with Department policies and standard practices; raise and climb ladders; use axes and similar tools to ventilate buildings and exposes hidden fire areas; enter burning structures or areas; make forcible entry into

buildings; participate in post-fire salvage operations such as protecting, removing, and recovering contents; advance hoselines; and wear Personal Protective Equipment (PPE) and Self Contained Breathing Apparatus (SCBA).

6. Perform emergency rescue and required emergency medical services in accordance with Department policies, standard practices, and State and Department EMS protocols. Conduct a patient assessment and attempt to determine the illness or injury sustained by the patient. Administer and/or supervise the administration of basic and advanced levels of emergency medical care to the sick and injured.
7. Conduct service checks and first-line maintenance to ensure that all fire and medical equipment is ready at the start of each shift and following each incident. Check equipment daily and inspect pumping equipment, ignition, batteries, brakes, and other equipment to see that the apparatus is in good working condition and reports defects; participate in the routine maintenance and basic mechanical repair of EMS and fire apparatus as directed.
8. Respond to and help control or mitigate hazardous material spills and leaks to their level of hazardous material training.
9. Decontaminate apparatus, equipment, and clothing exposed to potential airborne or blood borne diseases, chemicals, and/or smoke.
10. Talk to residents, business owners, students, and community groups, performing public education fire prevention programs, EMS education, demonstrations, and presentations in conjunction with the Department.
11. Participate in a continuing program of training and instruction, including attendance at scheduled drills and classes.
12. Communicate with physicians according to protocols; receive orders from physicians on approved treatment.
13. Make medical decisions based upon State and Physician Medical Director protocols.
14. Prepare state medical patient care report to document the incident from the time of dispatch until transferred to the hospital in accordance with Department policies and procedures.
15. Attend and participate in required on-duty or off-duty continuing education or training.
16. Train newer employees in EMS and firefighting techniques.
17. Perform general maintenance work and daily custodial duties of the fire station buildings and grounds including cleaning and maintaining facilities and equipment; clean, wax, polish, and otherwise maintain assigned equipment and quarters. This also may include various construction or repair projects as directed.

18. Complete reports on all incidents as required by Department policies and procedures.
19. May be called to respond to alarms while off duty or be required to stay past shift to complete a call of service.
20. Performs captain's duties as assigned.
21. Comply with all of the Department's safety policies and rules. Must report safety violations and potential safety violations to their supervisor.
22. Function in life/death situations relying on sight, hearing, smell, and touch to make critical decisions while maintaining safety of others/self; acknowledge associated risk of bodily injury/death in performance of duties.
23. Perform firefighting and EMS services when exposed to extreme temperatures and adverse weather conditions; to carcinogenic toxic substances, infectious agents, and the visual/emotional situations; to fire, smoke, bodily fluids, noise, potentially hazardous materials, dangerous animals; hazards of emergency driving; hazards associated with traffic control and working in and near traffic; natural and man-made disasters; and hazardous materials incidents; when one hundred plus feet (100+') above grade and in confined spaces.
24. Meet the Beatrice Fire Department's annual physical requirements which includes performing EMS and firefighter services while crawling, running, climbing, bending, stooping, twisting, reaching, contorting, and lifting up to one hundred sixty (160) pounds while wearing heavy protective gear weighing about fifty (50) pounds.
25. Meet with citizen groups, clubs, and citizens to discuss EMS and fire-related matters as appropriate.
26. May be required to work extended hours during natural disasters, declared disasters, and similar events.
27. Keep confidential information confidential and be HIPPA compliant.
28. Work the days and hours necessary to perform all assigned responsibilities and tasks. Must be available to communicate with subordinates, supervisors, customers, vendors and any other persons or organizations with whom interaction is required to accomplish work and employer goals.
29. Punctual and timely in meeting all requirements of performance, including, but not limited to, attendance standards and work deadlines; beginning and ending assignments on time; and scheduled work breaks, where applicable.
30. Perform other work which is consistent with the essential functions of the job.
31. Perform other duties as assigned.

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**Education and Special License(s)/Certifications:**

High school diploma or equivalent required.

Must possess a valid driver's license and maintain an insurable driving record.

No felony convictions or serious misdemeanor.

Nebraska EMT License required.

Hazardous Materials Technician level training and/or certification preferred.

Firefighter 2 certification preferred.

Paramedic License required.

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**Experience:**

None.

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**Skills:**

1. Ability to write clear and concise reports.
  2. Ability to perform basic and routine mechanical work involved in maintaining EMS and fire apparatus, equipment and tools.
  3. Ability to analyze situations quickly and objectively and to determine proper courses of action.
  4. Ability to establish and maintain positive, effective working relationships with supervisors, co-workers, and the public.
  5. Ability to communicate effectively, orally, and in writing.
  6. Ability to maintain and/or improve knowledge, skills, and abilities, unassisted.
  7. Ability to read, understand and adhere to all department guidelines, bulletins, directives, memorandums and policies.
  8. Organizational skills.
  9. Presentation skills.
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**Mental Requirements:**

1. Knowledge of rescue and emergency medical principles, practices, and techniques.
  2. Knowledge of modern firefighting principles, practices, and procedures, including hydraulics.
  3. Knowledge of the operating and maintenance requirements of the various types of apparatus and equipment used in firefighting activities and EMS rescue.
  4. Knowledge of building construction.
  5. Knowledge of fire alarm, fire sprinkler, and fire suppression system.
  6. Knowledge of the physical layout of the Department's service area, including fire hydrant and street locations.
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**Physical Requirements:**

1. Must pass Beatrice Fire Department physical requirements annually.
2. Ability to crawl, run, climb, bend, stoop, twist, reach, contort and lift up to 160 lbs. while wearing heavy protective gear weighing about 50 lbs.
3. Ability to work in intense life-threatening conditions.

4. Ability to sit or stand for long periods of time, but also have the mobility to respond immediately for emergency incidents.
  5. Hand/eye coordination adequate to use assigned technical equipment.
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**Supervisory Responsibility (Direct and Indirect):**

None

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**Disclaimer:**

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed for individuals with this job title. However, this job description is not intended to be an exhaustive list of all qualifications, skills, efforts, duties, responsibilities, or working conditions associated with the position.

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Approved:

**Tobias J. Tempelmeyer, City Administrator**

**October 5, 2020**