

## POSITION DESCRIPTION

**TITLE:** FIREFIGHTER/EMT

**CLASSIFICATION:** STAFF/CAREER

**SUPERVISION RECEIVED:** ASSISTANT CHIEF OR DESIGNEE

**SUPERVISION EXERCISED:** NONE

### **Position Summary:**

Responds to aid the community during emergency and non-emergency situations and promotes an environment of public safety within the Silverton Fire District's response area. This position provides direct and indirect support to the volunteer membership which is critical to our mission statement. This position may also participate in fire prevention and inspection activities, equipment maintenance, and training. An employee in this classification performs the duties of other employees in the Silverton Fire District when so assigned.

### **Essential Functions:**

Essential functions are not intended to be an exhaustive list of all responsibilities, duties and skills. They are intended to be accurate summaries of what the job classification involves and what is required to perform it. Employees are responsible for all other duties as assigned.

- Responds to various calls for service which may include, but is not limited to: structure fires, emergency medical situations, special rescue, hazardous materials, motor vehicle crashes, renders assistance in other emergency/non-emergency cases and other good intent calls;
- Cleans and inspects equipment and apparatus;
- Keeps fire station, equipment and grounds in a clean and orderly condition;
- Participates in training activities and instruction sessions;
- Performs various public information or education tasks;
- Enters inspection, training, service calls and related data into the records management systems;
- Performs all work duties and activities in accordance with District policies and procedures;
- Follows District safety policy and practices and adheres to responsibilities concerning safety, prevention, reporting and monitoring.
- Makes minor repairs to equipment and apparatus, performs routine preventative maintenance tasks, and keeps records of such action
- Performs other related duties as assigned by the Assistant Chief or Fire Chief.

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

Knowledge of:

- The geography of the Fire District and surrounding areas, (or the ability to quickly learn this information), including the streets system, hydrant locations, the layout and location of public utilities and potentially hazardous materials or substances;
- Fire fighting vehicles and equipment;
- Emergency Medical Services techniques and related medical equipment;
- Basic mathematical and science skills;
- Computers and related software.

Ability to:

- Make determinations as to the best course of action for fighting fires or responding to other related emergency situations;
- Work under extremely stressful situations;
- Successfully meet the District's requirements and pass entry exams;
- Work within a command structure requiring strict adherence to the following of orders;
- Work in a team environment;
- Learn and correctly apply District operational guidelines;
- Read, comprehend, and follow simple oral and written instructions; and to understand and apply available guidelines to varied operational requirements;
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Demonstrate integrity, ingenuity and inventiveness in the performance of assigned tasks;
- Operate a personal computer using program applications appropriate to assigned duties;
- Communicate effectively both orally and in writing, with the public and other employees.
- Operate motor vehicles (automobile and fire apparatus)

**Minimum Qualifications:**

- Graduation from high school or equivalent GED certificate;
- Ability to work independently, schedule, and prioritize tasks;
- Must have the ability to work a flexible schedule;
- Ability to respond to emergency or non-emergency calls;
- Ability to understand and follow complex and/or technical written and oral communications;
- Ability to solve problems, make quick decisions and use innovative methods;
- One year or more experience as a volunteer firefighter;
- Ability to write clear, concise, and accurate reports, ability to speak in public;
- Demonstrate a working knowledge of fire service apparatus and accessories.
- Pass District's physical agility test and physical;
- Pass background investigation, DMV check and drug test prior to hiring.
- NFPA Firefighter I, NFPA Fire Apparatus Driver/Operator, NFPA Hazardous Materials Operations Level Responder or must able to obtain these certifications within 1 year of hire (IFSAC certifications or equivalent accepted).
- Oregon Emergency Medical Technician or able to obtain certification by date of hire.
- Valid driver's license at time of appointment or must obtain an Oregon Driver's License within 30 days of hire.

**Preferred Qualifications:**

- NFPA Firefighter II
- NFPA Instructor I
- NFPA Apparatus Equipped with Fire Pump

## **Essential Physical Abilities:**

The primary duties of this class are performed in a work environment in which the employee is subject to potential personal danger. Therefore, the following physical abilities are deemed essential:

- Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively, including during emergency situations which may involve a high degree of noise;
- Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at a fire or related emergency scene;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in firefighting;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property.
- Wearing personal protective equipment weighing approximately 70 pounds
- Endure high humidity situations which may significantly impair body cooling;
- Rely on self-contained breathing apparatus in environments with extreme temperature fluctuations.
- Ventilate burning buildings by opening windows, cutting/sawing holes in roofs and floors;
- Position and climb ladders;
- Advancing hose lines and making connections to hydrants;
- Direct streams of water on fires;
- Search and rescue operations inside burning structures;
- Moves heavy objects (up to 185 pounds or more)

## **Values and Guiding Principles:**

All employees of the District are required to demonstrate positive values to be an effective member of the organization. This includes:

- Honesty and integrity- fairness, straightforward, sincere, truthful, loyal, ethical and trustworthy;
- Professionalism- displays confidence in self and encourages others, patient, holds a high degree of personal accountability, takes pride in work, committed to quality, growth and learning;
- Health and Safety- displays and maintains physical and mental well-being and is observant of all members' safety.

## **Terms of Employment**

The position will be assigned an adjustable 40-hour work week. However, adjustments may be made for weekly drills, training, and other functions as necessary to obtain position goals and to fit the needs of the District. This position is subject to call back for emergencies and some evenings and weekends may be required either through scheduling or emergency call out. Travel is primarily local or regional during the business day, although some out of area overnight travel may be expected.

Employee must reside within a 30 minute response time of any Silverton Fire District station.

Adhere to all District operational guidelines, employment handbook and other directives/orders.

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Employee Statement:

I have reviewed the above position description and understand its contents. I am aware that my position description may be revised or updated at any time and that I remain responsible for knowledge of its content. I hereby certify that I am able to fulfill the essential functions of the above position.

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Employee Name (Print)

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Employee Signature

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Date