

CITY OF SHREWSBURY

JOB DESCRIPTION

Job Title: Probationary Firefighter / Paramedic

Date: April 6, 2017

Department: Fire

Date Last Revised: April 6, 2017

Reports to: Fire Captain

Job Summary:

This is an entry-level fire suppression / EMS position. The primary function of a Firefighter / Paramedic is focused on service to and interaction with the citizens of The City of Shrewsbury, and its mutual-aid partners. An employee in this class operates varied fire equipment during responses to fires, medical emergencies, hazardous materials and other emergency and non-emergency situations. This type of work involves an element of personal danger and an employee in this class must be able to react quickly and appropriately in emergency situations. Other responsibilities include performing various staff support assignments. The work is performed under the direct supervision of the Fire Captain; however, the employee is empowered to act within the mission of the department as outlined in the department's guiding principles.

Pre-Employment Requirements:

Education

- High School Graduate or Completion of General Education Certificate (GED)

Medical / Psychological Exam

- Requires passing an initial medical fit for duty evaluation by a department designated physician.
- Requires passing of a drug/alcohol screening as determined by the department designated physician.
- Requires passing of an initial psychiatric fit for duty evaluation, by a department designated psychologist.

Background Check

- Requires passing a background investigation included but not limited to:
 - St. Louis County Police Record Check provided by the applicant.
 - Investigation of employment background as provided by the applicant
 - Contact of references as provided by the applicant.
 - Additional criminal background investigation if deemed necessary.

Licensing and Certification:

- Possess a valid Missouri driver's license.
- Possess and maintain a State of Missouri Emergency Medical Technician- Paramedic (EMT-P), license.
- Possess certification as Professional Firefighter meeting the requirements of the St. Louis County Fire Standards Commission.
- Must possess a valid candidate's physical ability test (CPAT) certificate, issued within the past twelve (12) months at time of job offer.

Probationary Period and Evaluation

The normal probationary period for Fire Department Personnel is one (1) year. Evaluations during the first year of employment will be completed by the assigned Captain (s) on a quarterly basis. At the discretion of the Fire Chief, the probationary period may be extended up to six (6) months. Final decision for promotion from Probationary Firefighter/ Paramedic to Firefighter / Paramedic will be based upon the accumulated evaluations, direct input from line officers; and is at the sole discretion of the Fire Chief.

Additional Probationary requirements

Within one year of hire possess the following additional certifications.

- Establish car seat technician certification, and maintain certification until the rank of lead firefighter is achieved.
- Pre-Hospital Trauma Life Support (PHTLS), or International Trauma Life Support (ITLS)
- Pediatric Advanced Life Support (PALS)
- Advanced Cardiac Life Support (ACLS)
- National Incident Management System (NIMS) certification levels
 - 100 Introduction to the Incident Command System
 - 200 ICS for Single Resources and Initial Action Incidents
 - 700 National Incident Management System, An Introduction
 - 800 National Response Framework, An Introduction

Essential Duties & Responsibilities:

- Maintains good relationships with department staff, elected officials, and members of the public;
- In a fire emergency lays, connects, charges and uses supply lines and various water appliances to control and extinguish fires. Performs ventilation and forcible entry duties. May use foam and chemical extinguishers for extinguishment;
- Searches for and rescues victims from building, motor vehicles and other locations, utilizing special equipment as necessary;
- Provides medical emergency response at the Paramedic level;
- Works closely with other emergency medical staff, public safety and fire personnel from other agencies, depending upon response situation;
- Learns to operate and maintain assigned emergency vehicles, apparatus, and equipment;
- Communicates with others to maximize the effectiveness and efficiency of interdepartmental operations;
- Maintains equipment in a clean and operable condition; reports the need for repair;
- Participates in clean-up, salvage and overhaul operations;
- Uses appropriate fire fighting safety apparel and equipment, including personal protective equipment and self-contained breathing apparatus; follows appropriate safety procedures;
- Performs basic maintenance of station and facilities;
- Works with the community in a variety of educational, public relations and service programs;
- Participates in public education and fire prevention activities.
- May assist with fire investigation duties;
- May utilize defensive control tactics to contain, isolate and minimize hazardous materials spills;
- Maintains awareness of and abides by all current department policies;

Knowledge of:

- Principles, and techniques of fire and rescue operations;
- Principles and practices of providing emergency medical care;
- Local, state and federal laws, codes, ordinances and regulations required for work performance;
- Safety practices and precautions pertaining to fire rescue operations
- Techniques for effectively interacting with people from various socio-economic and ethnic backgrounds in a variety of settings or situations;
- Basic computer applications such as Microsoft Office Suite products;
- Mission, vision, and guiding principles of the Shrewsbury Fire Department
- General knowledge of the City of Shrewsbury

Ability To:

- Operate as an effective member of a team as outlined in the department's chain of command;
- Maintain professional composure, make sound decisions, and respond appropriately in emergency situations;
- Follow oral and written directions;
- Maintain accurate records and prepare clear and concise reports and other written materials;
- Communicate with co-workers, supervisors, and the public in a respectful and courteous manner;
- Must display an attitude of cooperation and the ability to work well with others;
- Read, write, and speak in an articulate and professional manner;

Tools and Equipment Used:

- Standard office equipment, including a computer;
- Use of tools and equipment that pertain to firefighting, emergency medical, and rescue situations.

Work Environment & Physical Demands:

- Work is primarily performed outside of an office environment, in varying weather and environment conditions. The duties are performed in scheduled and rotating 24 hour shifts for coverage seven (7) days a week. Work shifts as specified by the fire dept.
- Shall maintain a level of fitness and health at all times to safely and effectively complete essential firefighter job tasks, outlined in NFPA 1582, as supervised and determined by the fire department in coordination with the department's designated physician;
- Shall participate in ongoing mandatory physicals found within the current Collective Labor Agreement between the City and Local 2665;
- Constantly requires riding in operating motor vehicles;
- Requires visual acuity to read printed materials;
- Ability to hear spoken word to communicate in person, over the telephone, or through a two-way radio system;

Travel Requirements:

- Travels by car or air to classes and seminars, sometimes driving fire department vehicles.

Essential Job Tasks and Descriptions per NFPA 1582- Standard on Comprehensive Occupational Medical Program for Fire Departments.

- (1) Wearing personal protective ensemble and SCBA, performing fire-fighting tasks (hoseline operations, extensive crawling, lifting and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry, etc.), rescue operations, and other emergency response actions under stressful conditions, including working in extremely hot or cold environments for prolonged time periods
- (2) Wearing an SCBA, which includes a demand valve–type positive-pressure facepiece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads.
- (3) Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and/or heated gases, despite the use of personal protective ensembles and SCBA.
- (4) Climbing six or more flights of stairs while wearing fire protective ensemble weighing at least 50 lb. (22.6 kg) or more and carrying equipment/tools weighing an additional 20 to 40 lb. (9 to 18 kg)
- (5) Wearing fire protective ensemble that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C)
- (6) Wearing personal protective ensemble and SCBA, searching, finding, and rescue dragging or carrying victims ranging from newborns to adults weighing over 200 lb. (90 kg) to safety despite hazardous conditions and low visibility.
- (7) Wearing personal protective ensemble and SCBA, advancing water-filled hoselines up to 2 1/2 in. (65 mm) in diameter from fire apparatus to occupancy [approximately 150 ft. (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
- (8) Wearing personal protective ensemble and SCBA, climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards
- (9) Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration
- (10) Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens
- (11) Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions
- (12) Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hoselines and/or fixed protection systems (sprinklers)
- (13) Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members

Disclaimer:

Must perform the essential duties and responsibilities with or without reasonable accommodation efficiently and accurately without causing a significant safety threat to self or others. The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and/or skill required of all personnel so classified. This job description is not an employment agreement and/or an expressed or implied employment contract. Management has the exclusive right to alter this job description at any time without notice.

To comply with the Americans Disability Act (ADA), the City may make reasonable accommodation for qualified individuals with disabilities to enable them to perform the essential job functions.