



## **CLASSIFICATION DESCRIPTION**

**TITLE: FIREFIGHTER/EMT**

**JOB CODE: 11 (Non-Exempt)**

## **GENERAL DESCRIPTION OF DUTIES**

Under direction, performs highly responsible work involving the prevention and suppression of fires, and skilled Emergency Medical Technician lifesaving and technical emergency medical services work in the field. The employee is responsible for responding to emergency situations and assisting in the control and resolution of the situation. The employee works within the scope of established Fire Department rules, regulations and procedures, however, is expected to exercise considerable judgment and initiative, in emergency situations. Objective is to prevent and minimize injury and/or the loss of life and property in emergency and fire situations. Performs related work as directed.

## **SPECIFIC DUTIES AND RESPONSIBILITIES**

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Operates, utilizes and maintains Fire Department equipment and gear; operates, tests and maintains pumps and hydrants.
- Responds to fire alarms in the City and emergency medical calls.
- Suppresses and extinguishes fires; performs duties in compliance with all proper fire equipment and extinguishing procedures; calculates proper fire hose pressures; monitors fire suppression and rescue equipment.
- Rescues victims from fire, vehicles, drowning, accidents and other harmful conditions; performs duties in compliance with all life saving policies and procedures as they apply to the Emergency Medical Technician.
- Administers first-aid to injured or afflicted persons; stabilizes patients for transport; performs Cardiopulmonary Resuscitation (CPR); administers spinal and cervical immobilization; verifies vital signs; evaluates patient status.
- Stabilizes patients; follows State rules, regulations and service Medical Director's standards for Emergency Medical Technician (EMT) level medical care.
- Assists Paramedics with medical treatment, e.g., medication, fluid administration, intubation, electrocardiogram (ECG) monitoring, defibrillation and external pacemaker.

- Performs salvage operations after emergency situation is controlled and/or suppressed.
- Performs custodial duties at the station; cleans and maintains Fire Station facilities and equipment; inspects fire equipment for necessary repairs.
- May operate fire apparatus when needed or directed by supervisor.
- Prepares and submits routine records and reports.
- Participates in public education and community outreach programs.
- Attends continuing education programs in fire fighting and first aid.
- Performs related duties as directed.

### **MINIMUM TRAINING AND EXPERIENCE**

High School Diploma or GED; supplemented by eleven (11) months responsible Firefighter training or experience.

### **LICENSES, CERTIFICATIONS OR REGISTRATIONS**

Must possess Florida State Firefighters Minimum Standards Certificate.  
 Must possess Florida certification as Emergency Medical Technician.  
 Must possess current Cardiopulmonary Resuscitation (CPR) Certification.  
 Must possess a valid State of Florida Driver's License.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Considerable knowledge of current principles and practices of fire rescue and EMT work, governing laws, ordinances, policies and procedures.
- Considerable knowledge of pre-established City, County and State policies and procedures applicable to the work.
- Skill in safe Basic Life Support methods (BLS), procedures and practices.
- Skill in the principles and techniques of customer relations skills; ability to deal diplomatically with irate, violent or frantic individuals; ability to react quickly and calmly in emergency situations.
- Ability to analytically observe, and objectively and clearly report routine and non-routine, emergency and non-emergency activities.
- Ability to understand and follow written and oral instructions.
- Ability to clearly communicate information both verbally and in writing.
- Ability to read, update and maintain various records and files.

- Ability to operate basic office equipment.
- Ability to access, operate and maintain various software applications.
- Ability to establish and maintain effective working relationships with departmental staff, supervisors and the general public.
- Ability to interpret a variety of instructions in written, oral, diagram, or schedule form.

### **PHYSICAL REQUIREMENTS**

- While performing the essential functions of this job some tasks involve the ability to exert very moderate physical effort in light work, typically involving some combination of sitting, standing and/or walking.
- Emergency tasks and training involve the performance of physically demanding work, which may involve some combination of running, climbing or jumping, and may involve the lifting, carrying, pushing, and/or pulling of moderately heavy and/or heavy objects, materials and/or persons. (20-150 pounds).
- Must be able to wear protective clothing and equipment up to 60 pounds and work in extremely high temperatures and toxic atmospheres.
- In responding to critical incidents, the incumbent may be exposed to fire, fumes or airborne particles, toxic or caustic substances, excessive noise, temperature extremes, and dampness/humidity. The incumbent may be exposed to possible bodily injury from falling from high, exposed places; moving mechanical parts of equipment, tools, and machinery.

The City of Palm Coast, Florida is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, The City of Palm Coast, Florida will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.