



## CLASSIFICATION DESCRIPTION

**TITLE:** Firefighter/EMT  
**JOB CODE:** EMT - 11  
Paramedic – 13

## GENERAL DESCRIPTION OF DUTIES

Under direction of a Fire Lieutenant, 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 emergency situations. 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, represent tasks performed within this classification. 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 and utilizes Fire Department equipment and gear used in emergency and nonemergency situations and demonstrates responsibility in care and maintenance of department provided equipment.
- Responds as part of a highly effective team to emergency and nonemergency situations in extreme weather, around the clock, and potentially without sufficient rest while providing consistently excellent services to citizens.
- Suppresses and extinguishes fires; performs duties in compliance with all proper fire equipment and extinguishing procedures; monitors fire suppression and rescue equipment.
- Rescues victims from fire, vehicles, drowning, accidents, and other harmful conditions; performs duties in compliance with all lifesaving 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 Health Department rules, regulations, and Medical Director's standards for Emergency Medical Technician (EMT) level medical care.
- Assists Paramedics with advanced life support (ALS) medical treatment.
- Prepares and submits routine records and reports.
- Participates in public education and community outreach programs.

- Performs custodial duties at the station; cleans and maintains fire station facilities and equipment; inspects fire equipment for necessary repairs.
- Attends continuing education programs and maintains certifications and licenses in all facets of the fire service training continuum.
- Performs related duties as directed.

## QUALIFICATIONS

### EMPLOYEE VALUES

All employees of Palm Coast Fire Department are expected to uphold the Department's shared employee values of Family, Integrity, and Loyalty.

### MINIMUM EDUCATION AND EXPERIENCE

- High School Diploma or GED

### LICENSES, CERTIFICATIONS OR REGISTRATIONS

- Florida Certified Firefighter
- Florida Certified Emergency Medical Technician or Paramedic
- Valid Florida Driver's License
- Cardiopulmonary Resuscitation (CPR) certification
- Advanced Cardiac Life Support (ACLS) certification
- Pediatric Advanced Life Support (PALS)
- NIMS ICS 100, 200, 700, and 800 certifications
- NWCG S-130 and S-190 certifications
- Must possess an EVOC or VFIS certificate for safe driving

## 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.
- Skilled in the principles and techniques of customer relations; 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 public.
- Ability to interpret a variety of instructions in written, oral, diagram, or schedule form.

## PHYSICAL REQUIREMENTS

- 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. (20-180 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.
- Must be able to climb aerial and ground ladders to heights above 75 feet from the ground, while wearing personal protective apparel and carrying rescue or firefighting equipment.

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.