

**FIREFIGHTER/ EMT
FIRE & RESCUE DEPARTMENT**

NON-EXEMPT
SALARY LEVEL: Grade 16

JOB CODE: 165
DATE: 9/30/11

SUMMARY: Performs responsible protective service work in fire suppression, emergency medical services and hazardous materials; does related work as required. Work is often performed under emergency and non-emergency conditions and frequently involves considerable personal hazards. Work is performed under supervision. May exercise limited supervision over the activities of small or medium-size group of personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily and maintain a satisfactory attendance. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions. Other duties may also be assigned.

- Responds to emergency incidents.
- Drives and operates apparatus and assists in the suppression of fires, conducts rescue, entry, ventilation, salvage and overhaul work and administers EMS care to patients, as prescribed by protocol.
- Responds to EMS calls and administers proper emergency medical aid.
- Responds to hazardous materials incidents and executes appropriate defensive measures.
- Assists in maintaining and cleaning fire and rescue apparatus and equipment along with cleaning the fire and rescue stations and grounds as prescribed.
- Assists with and conducts fire prevention inspections within fire districts as directed.
- Participates in continuing training and instruction programs by individual study of technical material and attendance at scheduled drills and classes.
- Conducts public safety programs and tours of fire and rescue stations and grounds as required.
- Assist with training classes for department personnel.
- Performs special projects as assigned.
- Communicates and coordinates with volunteer members and volunteer officers.

QUALIFICATION REQUIREMENTS:

Education and/or Experience: Any combination of education and experience equivalent to a High School Diploma or General Education Degree (GED) is required. Complete one (1) year as a Probationary Firefighter with the City of Winchester as required.

Certificates, Licenses, Registrations: Possession of a valid and appropriate driver's license. Possess valid and appropriate certificates for the following: Firefighter Level I, Emergency Medical Technician, Emergency Vehicle Operations Course (Level III), Mayday Firefighter Down and Hazardous Material Awareness. Certificates must be available and recognized by the Commonwealth of Virginia. Requirements specified in the NIMS compliance manual. Participate in and maintain good physical condition as prescribed in the Department's Physical Conditioning and Wellness Program.

Note Personnel certified at the EMT-I or EMT-P level are eligible for ALS incentive pay if all requirements listed in the Professional Development Program are met.

Language Skills: Ability to read and comprehend laws and policies. Ability to write using proper grammar, punctuation and spelling. Ability to speak and communicate effectively using correct English.

Other Knowledge, Skills and Abilities: Some knowledge of elementary physics, physiology, chemistry and mechanics. Ability to learn technical fire fighting, hazardous materials, rescue principles and techniques, and principles of hydraulics applied to fire suppression. Ability to perform emergency medical services as required. Ability to stay alert for potential problems. Ability to understand and follow oral and written instructions. Ability to establish and maintain cooperative relationships with fellow employees, volunteers and public. Ability to keep records and prepare reports. Ability to utilize data processing equipment for the preparation of reports. Mechanical aptitude. Physical endurance and agility. Safe driving skills. Reading and studying skills.

PHYSICAL AND ENVIRONMENTAL CHARACTERISTICS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Employee is to be a non-tobacco user.

Required Physical Activities: Requires considerable physical effort working continuously with average and frequently heavy weight or frequent requirements for long periods of, but not limited to climbing, balancing, flexing, stooping, kneeling, crouching, walking, running, jumping, crawling, lifting, pushing and hoisting.

Vision Requirements: Minimum standards as required by the Department of Motor Vehicles and corrected to 20/20.

Environmental Conditions: Work is performed inside and outside, in all weather conditions. Additionally, work is performed during emergency conditions and in environments with immediate danger to life and health; requiring the utilization of various personal protective devices.

EQUIPMENT ESSENTIAL TO DO THE JOB: Fire, Rescue and Hazardous Materials Apparatus (Pumpers, Aerial Devices, Specialized Apparatus, and EMS Transport Units) Ladders, Fire Hoses, Nozzles, Defibrillators, SCBA, PPE, Compressors, Power Equipment, Data Processing and other various office equipment.

NOTE: This classification specification is not intended to be all-inclusive. An employee will also perform other reasonably-related job responsibilities as assigned and required by management. The City of Winchester reserves the right to revise or change job duties as the need arises. Moreover, management reserves the right to change job descriptions, job duties or working schedules based on their duty to accommodate individuals with disabilities. This classification specification does not constitute a written contract of employment.

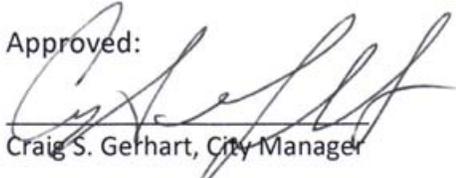
I have read the classification specification above, fully understand the requirements set forth therein, and will perform these duties to the best of my ability.

Employee Signature

Date

Print Name

Approved:



Craig S. Gerhart, City Manager

September 30, 2011