

CITY OF WHITE BEAR LAKE JOB DESCRIPTION

Position Title: Firefighter/Paramedic

Department: Fire

Accountable To: Fire Captain

Status: Full-time / Non-exempt

POSITION OVERVIEW

The Firefighter/Paramedic protects life and property by performing effective firefighting, emergency medical aid and fire prevention activities.

ESSENTIAL JOB FUNCTIONS

1. Responds to fire, medical, and other emergencies and non-emergent events as directed
2. Drives or operates a variety of Fire Department apparatus; may be required to perform as pump operator
3. Assists in ensuring safe evacuation of all persons at risk at fire or rescue scenes
4. Utilizes hoses, nozzles, ladders, axes, bars and hooks appropriately to ventilate and extinguish fires
5. Assists in clean-up and salvage operations at fire scenes
6. Participates in initial arson investigation by preserving evidence and noting the location and condition of relative objects upon entry into a burning building; provides oral or written summaries of facts to fire investigator
7. Provides medical care and treatment as a Paramedic in accordance with department procedures and medical direction
8. Transports sick and injured persons to medical facilities and maintains contact with hospital and/or dispatch to provide information or obtain assistance in treating medical conditions
9. Drives ambulance or acts as attendant while responding to routine and emergency situations involving sick or injured individuals
10. Accurately completes proper checklists, maintains medical supply stock, maintains appropriate maintenance records and reports damaged or improperly functioning equipment in a timely fashion
11. Knowledgeable in fire and building codes to recognize possible violations
12. Participates in pre-fire planning of commercial and institutional structures by inspecting, developing or updating building layout records and hazard inventory for future firefighting operations
13. Participates in public education demonstrations, expositions, presentations and community events

14. Performs routine station duties as directed to maintain the cleanliness, readiness, and appearance of apparatus, equipment and grounds
15. Performs other duties as assigned or as apparent

EXAMPLES OF PERFORMANCE CRITERIA

1. Applies sound department approved firefighting, rescue and emergency medical aid techniques
2. Demonstrates thorough knowledge of operation and routine maintenance of fire/EMS equipment, tools and apparatus
3. Safely operates apparatus and equipment in a skilled manner
4. Written reports are accurate, succinct and timely
5. Responds to emergency situations in calm and professional manner
6. Maintains required firefighter and paramedic certifications
7. Demonstrates the ability to create and maintain professional working relationships with department members, community members and other City employees
8. Effectively represents the organization and the community

KNOWLEDGE, SKILLS AND RESPONSIBILITIES

1. Considerable knowledge of fire behavior, fire chemistry and the effects of various fuels and materials have on fire
2. Considerable knowledge of paramedic practices, procedures, protocols and equipment
3. Ability to accurately observe, record and evaluate patient symptoms, and to accurately report relevant information to medical staff
4. Excellent written and verbal communication skills
5. Ability to effectively listen and follow directions
6. Acts in a decisive manner and uses good judgment while assessing problems and situations, anticipates needs and evaluates alternatives

SCHEDULES AND OTHER CONDITIONS

Position works a 24-hour rotational shift on a regular basis. Shorter and longer shifts may be required on an as needed basis.

MINIMUM QUALIFICATIONS

1. Must be 18 years old
2. High School Diploma or GED
3. Currently certified Paramedic
4. Possess a valid Minnesota drivers license with an excellent driving record
5. Ability to pass a physical ability test, physical examination, background check, drug screen, and pulmonary function test
6. Firefighter I and II certification (NFPA 1001) or equivalent as determined by the Fire Chief or the ability to obtain within six (6) months of date of hire.
7. Hazardous Materials Responder Operational Level certification (NFPA 472) or equivalent as determined by the Fire Chief

DESIREABLE QUALIFICATIONS

1. Associate or Bachelor's degree in Fire Science, Fire Administration, Emergency Management, or related field
2. Two (2) years firefighting experience
3. Two (2) years emergency medical services experience
4. Fire Apparatus Operator Certification or equivalent
5. Blue Card Certification
6. Ability to effectively communicate in two or more languages

PHYSICAL REQUIREMENTS

1. Ability to step up into/on truck with a maximum height of 30"
2. Ability to reach up to the maximum of 88" and 36" deep
3. Ability to climb up the back and on top of the fire truck and balance self along 15" span
4. Ability to climb several flights of stairs and 35' to 45' ladders
5. Ability to balance self while handling weighted equipment in a burning and smoke-filled structure
6. Ability to lift or carry equipment from floor to overhead
7. Ability to kneel/crouch balanced without support
8. Ability to crawl about on hands and knees with weight on your back
9. Ability to push/pull objects using total body movements (forces up to 18 pounds required for basic equipment)
10. Ability to walk long distances (over 100 yards at one time)
11. Possess grip strength with gloves on to handle tools requiring torquing, pounding, and jerky motions with hands
12. Ability to handle equipment, injured people and gauges
13. Ability to move around with 55 pounds weighted gear and a variety of weighted equipment or an injured person
14. Have general mechanical ability/knowledge of engines
15. Good visual acuity to read gauges
16. Good auditory and comprehension skills to follow directions
17. Quick reflexes
18. Not be claustrophobic or have a fear of heights or cramped quarters
19. Maintenance of grounds which includes, but is not limited to, shoveling, snow blowing, and watering
20. Ability to work under stress/pressure
21. Ability to rappel a wall with or without injured person
22. Ability to perform rescue operations in water and ice conditions
23. Ability to step up onto the first step 23 1/2" into vehicle
24. Ability to balance self while in moving vehicle from a crouched or standing position (maximum ceiling height 5' 6")
25. Excellent auditory skills to understand the radio unit, hear heart beat with stethoscope while sirens are on
26. Hand strength to handle a variety of weighted equipment and people
27. Dexterity and eyesight to administer IV drugs
28. Good tactile sensation for heart rate palpation and other medical services

- 29. Ability to assist in caring and lifting a stretcher with a person
- 30. Ability to reach into cabinets up to 50 1/2" high and 21" deep
- 31. Good balance

WORK ENVIRONMENT

Work is primarily performed in a fire station, fire apparatus, and in an outdoor environment that includes exposure to extreme hazards, noise, moving objects, toxins and bloodborne pathogens, and uneven surfaces. Involves working inside, outside, and on top of burning and smoke-filled structures.

The City of White Bear Lake is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

City Manager Approval:



5/3/2023

City Manager

Date

Employee Acknowledgment:

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee

Date