

**CITY OF SYCAMORE
JOB DESCRIPTION**

DATE APPROVED: May 1, 2009

POSITION TITLE: Fire Fighter/EMT-P

GROUP: Fire Department

REPORTS TO: Fire Lieutenant

FLSA STATUS: Non-Exempt; represented by IAFF Local 3046

JOB SUMMARY

The Firefighter/Paramedic is a sworn member of the Fire Department who supports dual responsibilities as a Firefighter and as a Paramedic and is utilized in both types of assignments as needed. Generally under supervision, the Firefighter/Paramedic engages directly in pre-plans, public education, emergency medical and fire suppression activities to protect lives, property and welfare of the community; maintains and repairs fire department building facilities, apparatus and equipment; and related work as required.

EXAMPLES OF ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Emergency Medical Responder

- Respond to calls for medical aid, including traffic collisions and rescue situations.
- Provide pre-hospital care, including examining patients and monitoring vital signs; establish I.V. lines, administer medications, insert airway, defibrillate heart and take other basic and advanced first aid and life support actions.
- Communicate with hospital and or health care professionals in person or by radio.
- Complete required reports.
- Restock supplies and maintain ambulances and other emergency vehicles and equipment in proper working condition.

2. Firefighting

- In a fire emergency, connect supply lines, control and extinguish fires, using various size hand-lines, deck ladders and portable water monitors; connect foam eductors and apply foam and chemicals for fire suppression and control.
- Search buildings and rescue victims from buildings and motor vehicles sometimes using specialized power and hand tools; use various hand and power tools to obtain entry to buildings, free trapped accident victims, and provide ventilation.
- Participate in specialized rescue operations, including aerial, water, underground and confined space situations, including the use of rigging and shoring.
- Contain, control, and decontaminate hazardous material spills.
- Participate in clean-up, salvage, overhaul operations; clean, service, and ensure operational readiness of fire vehicles, apparatus, hoses and equipment; assist with the maintenance of stations and facilities.

- Participate in various staff support assignments including but not limited to: fire prevention, inspection, and maintenance of inventory records, scheduled inspection of department equipment, fire inspection, and investigation.
- Employ appropriate fire fighting and chemical safety apparel and equipment, including turnout gear, helmet, hood, and self-contained breathing apparatus.
- Attend instructional classes in firefighting and emergency medical techniques and attends drills as required by the department, unless previously excused.

3. Public Relations

- Educate business owners, employees and citizens (including school children) in proper fire prevention methods and emergency medical procedures.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

- The ability to function effectively under emergency conditions, which may include considerable tension and physically punishing and disgusting conditions.
- The ability to communicate effectively, verbally and in writing.
- The ability to function effectively as part of a team and live harmoniously with co-workers.
- The ability to establish effective working relationships with employees, other agencies, and the general public.
- The ability to take orders, follow instructions and apply learned knowledge.
- The ability to give orders and direction to others.
- The ability to perform emergency medical functions to the level of EMT-P.
- Some mechanical aptitude, including the coordination to use hand and power tools, as well as driving and operating large complex motor vehicles.
- The ability to learn and grow with the job.
- The ability to work a twenty-four hour shift and overtime as required.
- This position requires the use of personal or City vehicles on City business. Individuals must be physically capable to operate the vehicles safely, possess a valid driver's license and have an acceptable driving record.

MINIMUM QUALIFICATIONS REQUIRED

Fire Fighters are hired under the Rules and Regulations of the City of Sycamore Fire and Police Commission.

Education:

- High School diploma or GED equivalent
- Associates Degree preferred.

Experience:

- Prior firefighting/emergency medical training is required.

Licensing and Certification:

- Current Illinois driver's license required.
- Firefighter II and EMT-P certifications required at time of hire. Certification for Fire Fighter II shall be obtained by participation in a Fire Fighter II program approved by the Office of the State Fire Marshall. A Fire Fighter/EMT-P shall meet the current requirements for

medical training, as established by the Fire department, under the requirements of the Illinois Department of Public Health. Certifications must be maintained in accordance with the bargaining unit contract.

PHYSICAL DEMANDS/WORK ENVIRONMENT CONDITIONS

The physical demands and work environment conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Firefighters for the City of Sycamore must be able to meet a wide range of physical demands in the performance of their duties. These demands include, but are not limited to:

Standing, walking, sitting, pulling, lifting, carrying, pushing, bending, talking, listening, climbing, balancing, feeling, handling, crawling, reaching, crouching, kneeling, stooping, reclining, finger dexterity, reading, writing, smelling, tasting, running, throwing, jumping, measuring, reaching above shoulder over 18”, below shoulders to floor, and eye, hand and foot coordination.

In the area of vision, a Firefighter should have corrected vision that allows clarity in all ranges with no depth perception, color, or field of vision deficiency.

Lifting must be performed from all levels and angles. Lifting objects in excess of 100 lbs. With frequent lifting and/or carrying of objects weighing 50 lbs. Or more is fairly common. These periods of lifting may occur at any time during a work period with very little or no notice.

Definitions

Climbing - ascending or descending ladders, stairs, scaffolding, ramps using the feet and legs and / or hands and arms.

Balancing - able to maintain body equilibrium to prevent falling when walking, standing, and crouching.

Bending - bending the body backwards and forwards at the waist.

Kneeling - bending the legs at the knees to come to rest on the knee or knees.

Crouching - bending the body downwards and forward by bending the legs and spine.

Crawling - moving on hands and knees or hands and feet.

Reaching - extending the hands and arms in any direction.

Handling - holding, grasping, turning, working with hand(s).

Finger dexterity - picking, pinching or working with fingers.

Feeling - distinguish objects and materials as size, shape, temperature or texture.

Talking - expressing or exchanging ideas by means of the spoken word.

Hearing / Listening - perceiving the nature of sounds by the ear.

Sedentary work - lifting maximum of 10 lbs. with occasionally lifting and/or carrying such articles. Walking and standing are required only occasionally.

Light work - Lifting 20 lbs. maximum with frequent lifting and / or carrying of objects weighing up to 10 lbs. Walking and standing to a significant portion or when involves sitting most of the time with a degree of pushing and pulling of arm and or leg controls.

Medium work - lifting 50 lbs. maximum with frequent lifting and or carrying of objects weighing up to 25 lbs.

Heavy work - lifting 100 lbs. maximum with frequent lifting and/or carrying objects weighing up to 25 lbs.

Very heavy work - lifting objects in excess of 100 lbs. with frequent lifting and/or carrying of objects weighing 50 lbs or more.

A Firefighter may also be exposed to a wide range of working conditions. The Firefighter may be exposed to, among other synthetic and natural elements, heat, cold, wetness, noise, dust, oil, fumes, and/or confined spaces. The noise level in the work environment is usually moderate, except during certain firefighting or EMT activities when noise levels may be loud.