

HEBRON FIRE DEPARTMENT FIREFIGHTER/EMT

Position Purpose:

The purpose of this position is to prepare for and provide, individually and as part of a team, Firefighting, Rescue, Hazardous Materials, and Emergency Medical Services and maintain all fire department equipment in a ready state as assigned, working under the general and specific direction of, and reporting to, the Fire Chief. The Firefighter/EMT shall perform position responsibilities according to HFD policies, procedures, and practices consistent with their earned rank within the HFD and according to the Town of Hebron personnel policies and procedures. A Firefighter/ EMT is responsible for maintaining and improving upon the efficiency and effectiveness of all areas under their direction and control.

Supervision:

Supervision Scope: Reviews the care of all assigned departmental equipment and may direct others in the performance of firefighting, emergency medical services, maintenance, and operations.

Supervision Received: Works under the general and specific direction of the Fire Chief, other fire officers, and incident commanders according to standard and professionally accepted practices, standing, and special orders. The position is subject to review and evaluation according to the Town's personnel policies and procedures.

Supervision Given: Supervises incidents, employees, and volunteers commensurate with their earned rank within the Hebron Fire Department and within incidents and assignments as they may occur.

Job Environment:

Most work is performed at fire stations under controlled conditions, except during calls for service. At the fire stations, work is performed within the buildings, including but not limited to, offices, in, on, or under apparatus, storage rooms, mechanic's room, as well as outside of the buildings, including but not limited to fueling pumps, grounds, and exterior building maintenance. Work in the apparatus bays may be uncomfortably warm or cool depending upon prevailing weather conditions and require appropriate clothing and protective gear. Firefighting, Rescue, Hazardous Materials, and Emergency Medical incidents require performing work in all conditions without regard to weather. Incidents requiring fire suppression activities can be highly hazardous and require wearing of appropriate protective gear, including self-contained breathing apparatus, following specific procedures and protocols. Rescue, Hazardous Materials, and Medical Emergencies may involve exposure to bodily fluids, dealing with victims in widely varied and extreme states of physical and emotional trauma, requiring timely corrective and appropriate interventions. Cumulative stress imposed by the job environment and performance requirements can be emotionally upsetting.

Essential Functions:

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

- Responds to and evaluates the nature and severity of emergency incidents and selects appropriate tools and techniques, performs varied complex tasks during life threatening situations, both as a member of a team and independently, to prevent, control and extinguish fire, rescue people, and deal with other emergency conditions to resolve the incident.
- Responds to medical emergencies; evaluates medical condition of patient(s); provides appropriate treatment and/or critical intervention for illness or injuries; communicates with area hospitals for guidance; transports patients to hospitals as needed.
- Drives, operates, and appropriately utilizes fire apparatus, ambulances, service vehicles, and automobiles. Applies proper hydraulic principles in the operation of pumps so as to maintain suitable water pressure in hose lines, standpipes, and sprinkler systems. Makes certain that in the operation of aerial apparatus that it is properly placed, deployed, raised, rotated, and extended to combat the emergency.
- Operates whatever manual or power tools or equipment are necessary to control an emergency condition.
- Documents emergency incidents and patient information on appropriate forms and/or electronic-records systems. Completes and maintains reports, records, and journals.
- Performs daily/weekly/annual inspection and maintenance of all types of fire/rescue/EMS apparatus and related equipment according to approved schedules, examines apparatus and equipment to ensure adequate levels of fuel, oil, coolant, water, foam, and chemicals, performs operational checks of apparatus, pumps, and equipment, both manual and power, to ensure readiness for emergency use.
- Checks and ensures daily that emergency service and personal safety equipment are in good condition and ready for use, ensures emergency response vehicles are stocked with necessary equipment and supplies, are in their proper position, and are ready for immediate use.
- Performs operational testing, minor maintenance and repair functions to fire/rescue/medical/service apparatus and equipment, insures breathing air compressor is operational and full, appropriately stows all loose gear and equipment.
- Performs general housekeeping and minor repair functions to fire stations, building equipment, furniture, hydrants and grounds.
- Participates in drills and training courses in firefighting techniques, medical care, hazardous materials, and other related topics to maintain and enhance skills and safety, participates in fire surveys and occupancy inspections of all types.
- Responds to non-emergency situations to render assistance and perform public service.

Other Functions:

- Performs special duty at public gatherings.
- Performs similar or related work as required or as the situation dictates.

Physical and Mental Effort:

Personnel in this position are required to make well reasoned judgements at varied intervals of intensity and frequency as how to best respond to and resolve life threatening situations. Firefighting is physically demanding and requires toleration of extreme fluctuations in temperature while performing duties in both frigid or hot and humid atmospheres, while wearing equipment that significantly impairs body-cooling. Work can require rapid transitions from rest to near maximal exertion without warm-up periods, sustained physical activity, and intense concentration for long periods of time in confusing, chaotic, and potentially life-threatening environments. Personnel in this position must rely on the senses of sight, hearing, smell, and touch to help determine the nature of and safely mitigate the incident. They must wear personal protective equipment that weighs approximately 60 pounds while performing complex firefighting tasks, including heavy lifting of 50 pounds or more on slippery, hazardous surfaces such as roof-tops, from ladders, or severe grades.

Most routine work requires collection and analysis of information, determining appropriate courses of conduct or action, preparing records of actions taken, performing cleaning and physical repair of equipment, materials and apparatus.

Minimum Required Qualifications:**Education, Training and Experience:**

Candidate must have a High School diploma or equivalent. Preferred two (2) years of experience as an EMT with an emergency services organization, IFSAC or ProBoard Firefighter II Certification, Hazardous Materials Operations, hold and maintain State of Connecticut EMT certification and AHA BLS CPR card, a valid Connecticut driver's license with Q endorsement or CDL-B. Candidate must successfully complete an Aerial Operators course and Pump Operators Course within one year from the date of hire, or provide documentation of successful completion of said courses. Must complete an in-house qualification on ambulances within thirty (30) working days from date of hire, successfully complete in-house qualifications on all apparatus within six (6) months from date of hire, maintain knowledge and training on current and future Occupational Safety and Health Administration (OSHA) compliance standards, and attend and maintain other training as prescribed by the Chief. A condition of employment requires a post-hire physical examination with annual examinations including spirometry during the course of employment. The candidate must attain and maintain the capability to wear respirators and Self-Contained Breathing Apparatus (SCBA).

Special Requirements:

Personnel in this position must possess and maintain the required capabilities for this position throughout the duration of employment as a Firefighter/EMT. Preferred candidates will be subject to an oral board interview, employment physical, comprehensive background check including criminal and motor vehicle.

Knowledge, Ability and Skill:

Knowledge: Develops and maintains knowledge of the street system and physical layout of the Town, including hydrant locations, water sources and special hazards, has a complete knowledge of hydraulic calculations for friction loss and flow using both written formulas and estimation methods, strong knowledge of the capabilities, limitations, and operating principles of heavy firefighting apparatus and equipment, strong knowledge of common causes of fire, modern firefighting equipment, methods of fire prevention, emergency medical care, strong knowledge of the rules, regulations, policies, and procedures of the department; working knowledge of mechanic's tools and machinery.

Ability: To perform during complicated and complex situations for extended periods of a time with interruptions, under pressure, and with rapidly changing priorities; to analyze problems quickly and act effectively in emergency situations, to recognize the need for vehicle and equipment repairs and maintenance, to express oneself clearly and concisely, both orally and in writing, to understand and follow written and verbal instructions and to prepare written reports, to establish and maintain cooperative working relationships with fellow employees, staff, supervisors, volunteers and the general public, to perform accurate manipulative skills such as writing, keyboarding, and/or radio equipment operation, to read plans, maps or diagrams, and read from a computer monitor, and to distinguish between public and confidential information and to handle appropriately.

Skill: Driving and operating various motor-driven equipment including fire apparatus, ambulances, and private passenger automobiles, and familiarity with all requisites of safety demanded by the vehicle under their control, skill to lay and connect hose lines, hold nozzles, make openings in buildings for access and ventilation, salvage and overhaul of premises, to effectively use fire extinguishers, pike poles, axes, bars, hooks, and lifelines, in the application of procedures consistent with training and certifications.

(This job description does not constitute an employment agreement between the employer and the employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs and requirements of the job change.)

Description of the Fire Department:

The Hebron Fire Department is a combination Department that provides Fire, Rescue, Hazardous Materials, and Emergency Medical services to Hebron, surrounding towns, as well as regionally as part of Tolland and Hartford County task force and strike teams. The Hebron Fire Department is comprised of approximately 40 volunteers, two (2) paid full-time Firefighter/EMTs, a paid full-time chief, and a full-time administrative assistant. The Department operates from three stations in town and handles approximately 1,100 calls for service annually. The Fire Department operates in a paramilitary function and is led by the Fire Chief.