



JOB DESCRIPTION

POSITION: PAID-ON-CALL FIREFIGHTER
DEPARTMENT: FIRE
REPORTS TO: FIRE CHIEF

CIVIL SERVICE: NO
FLSA STATUS: NON-EXEMPT
PAY GRADE: TBD

SUMMARY:

Administers pre-hospital emergency care to the level of certification recognized by the State of Iowa, Bureau of Trauma Services. All members will operate at a Firefighter II level in the Incident Command System during emergency events. All patients in need of care or requesting assistance will be treated with compassion and professionalism. It is imperative that members determine all necessary medical decisions per their state certified scope of practice. All members shall work as a team member within the emergency response system that the City of Indianola provides. Members will work within the Incident Command System.

SUPERVISES:

N/A

EQUIPMENT USED:

Vehicles, standard office equipment, and other powered equipment to perform a variety of job requirements.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

- Responds to the scene of Fire and EMS related emergencies to provide skilled responders that save lives, property, and presenting the environment.
- Performs fire suppression and EMS duties using all fire equipment as required, under the direction of the Fire Department's chain of command, and Fire Department Standard Operating Guidelines.
- Performs appropriate, basic and advanced levels of pre-hospital care for sick and injured patients, per state recognized certification. Department protocols will be followed under the direction of the Indianola Fire Department Medical Director.
- Operates hand/power tools and rescue equipment during training as well emergency response operations.
- Actively participates in the Fire Department's ongoing training program to maintain skills in Fire and EMS related duties.
- Drives and operates apparatus, ambulances, and other City vehicles in a safe and professional manner.
- Performs fire pre-plans and building inspections for the purpose of familiarizing members and aiding in the development of fire pre-plans for commercial structures.
- Performs fire safety inspections.
- Performs hydrant and water flow tests.

- Performs public safety education programs such as station tours, school visits, fire safety, and EMS related classes.
 - Follows OSHA procedures to ensure safety policies and procedures are enforced for the protection of the crews, co-workers and public.
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MINIMUM QUALIFICATIONS:

- High school graduation or equivalent.
 - Good social skills and general intelligence necessary for this position.
 - Must be a good communicator with the ability to carry out oral and written instruction.
 - Ability to exercise good judgment in stressful situations.
 - Must be courteous and respectful to the public, service customers, and fellow employees.
 - Must possess high-level of moral character.
 - Must be trustworthy and capable of maintaining protected health information confidentiality.
 - Must provide quality pre-hospital care to all patients always.
 - As a condition of employment, must possess a high school diploma or GED.
 - Must possess a valid Iowa Class B, CDL license.
 - Must have a good driving record, and meet any requirements the City's insurance carrier may require.
 - Must obtain Emergency Medical Technician-Basic Level within 20 months from hire date.
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ENVIRONMENTAL CONDITIONS:

Work is performed inside and/or outside and includes being exposed to hazards generally associated with the Fire/EMS profession ranging from situations requiring basic to advanced pre-hospital care to potential loss of life or limb in situations involving fire, hazardous materials, and extrication incidents.

PHYSICAL REQUIREMENTS:

- Must be in good physical condition, capable of working for lengthy periods of time in extreme environmental conditions.
 - Sufficient mobility for the purpose of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, talking, hearing, and repetitive motions.
 - Sitting approximately 60 percent of the time.
 - Standing approximately 20 percent of the time.
 - Walking approximately 20 percent of the time.
 - Requires the exertion of up to 10 pounds of force routinely.
 - Greater than 50 pounds of force occasionally to lift or otherwise move objects.
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VISION REQUIREMENTS:

The minimum standard for use with those whose work deals largely with preparing and analyzing data and figures, accounting, transcription, computer terminal, extensive reading, and operations in low to poor lighting conditions. Will follow NFPA 1582 requirements.

EQUAL OPPORTUNITY EMPLOYER:

The City of Indianola is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals and encourages prospective employees and incumbents to discuss potential accommodations with the employer.

The City of Indianola reserves the right to change this job description at any time.

EMPLOYEE ACKNOWLEDGEMENT:

I acknowledge receiving a copy of my job description. I understand the requirements, essential functions and duties of my position. I understand that should I have any questions regarding my position, I should ask my supervisor or human resources.

Print Name

Signature

Date