



JOB DESCRIPTION

POSITION:	CAREER FIREFIGHTER/PARAMEDIC	CIVIL SERVICE:	YES
DEPARTMENT:	FIRE	FLSA STATUS:	NON-EXEMPT
REPORTS TO:	FIRE CHIEF	PAY GRADE:	FF 1

SUMMARY:

Protect life, property and environment from fire. Provide specialized rescue and emergency medical services to the community. Contain and control the accidental or intentional release of hazardous materials. Perform fire code compliance inspections (company level) and deliver community education programs. Operate and perform general maintenance on specialized fire apparatus and equipment. Maintain and improve skills by participating in drills and training sessions. The cleaning and maintenance of fire department facilities is an integral part of daily duties. All personnel will work within the Incident Command System and a para-military structure.

SUPERVISES:

EQUIPMENT USED:

Vehicles, standard office equipment, and specialized fire department 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.

- Respond to all types of emergency incidents to control property damage, suppress hazards and protect life. Operate hand tools and specialized power equipment while wearing personal protective equipment. Participate in the suppression of fires, extrication of victims and administer advanced out of hospital emergency medical care to patients. Control and contain hazardous material releases including chemical, biological, radioactive, nuclear, and explosive agents, and perform various tasks and assignments during this type of events.
- Work to prevent fires through enforcement of fire prevention codes and ordinances. Adapt to changes in technology that affect the properties of fire hazards. Participate in educational presentations on a variety of fire prevention and other public safety topics. Engage in community relations activities.
- Participate in various classroom, self-study, participative training programs to develop required skills and abilities. Prepare written narrative and/or statistical reports as required.
- Participate in the general maintenance and custodial care of fire facilities, apparatus, tools and equipment.
- Working knowledge of fire protection systems, water supply identification, building construction, combustible and flammable material properties and considerations.
- Knowledge of hazardous materials and the principles and practices utilized in their containment/control (operations level).

- Read comprehend complex rules, regulations, procedures and recall applicable information under adverse conditions.
- Communicate effectively orally and in writing, and working in a team setting but functioning as an individual.
- Performs related work as assigned;
 - Pick up and advance charged fire hoses.
 - Force entry with axe/battering ram.
 - Rescue/extricate victim(s).
 - Perform cardiopulmonary resuscitation (CPR); apply bandages; tie knots.
 - Perform duties consistent with EMS certification.
 - Climb stairs and ladders with equipment weighing approximately 50 pounds.
 - Strip and vent roofs, breach walls, overhaul burned buildings.
 - Lift and climb/descend ladders (with victims).
 - Visually determine fire status/hazards; assess patient conditions.
 - Identify fire noise, respond to calls for help.
 - Walk on rooftops under adverse conditions.
 - Operate power tools and extrication equipment.
 - Stoop, crawl, crouch, and kneel in confined spaces.
 - Reach, twist, balance, grapple, bend and lift under emergency conditions.
 - Run, dodge, jump and maneuver with equipment.

All the above will be performed wearing heavy and restrictive protective clothing/gear, including self-contained breathing apparatus (SCBA). There will be times when non-structural personal protective clothing will be substituted and the employee needs to understand its purpose and operation.

Choosing the correct protective clothing is instrumental in the employee's safety.

- Follows OSHA procedures to ensure safety policies and procedures are enforced for the protection of employees, community members and Visitors.

MINIMUM QUALIFICATIONS:

- High school graduation or equivalent.
- Full-time employees hired after August 3, 1998 must possess and maintain Emergency Medical Technician paramedic-level certification recognized by the State of Iowa and a Class B, CDL driver's license for the duration of their career unless released from these requirements by the Chief of the Department.
- Possession and maintenance of the appropriate Emergency Medical Technician certification, Firefighter I and Firefighter II certification, and a Class B, CDL driver's license are conditions of continued employment. Failure to obtain and maintain required license and certifications might subject the employee to immediate termination.
- Those newly hired employees who are not certified to the appropriate certification levels will have a period of 20-months from hire date to acquire the needed certification. If the employee fails to acquire the appropriate certifications they will be immediately dismissed from employment.
- A valid driver's license and good driving record.
- Subject to a post-offer physical, physical capacity test, drug and alcohol screening and background check.

ENVIRONMENTAL CONDITIONS:

Work is performed inside and/or outside and includes being exposed to hazards generally associated with Fire and EMS duties, from basic to minor injury to potential loss of life. Fire events will include small room and contents fire to large industrial sites. Working in a wide variety of environmental conditions including a self-contained-breathing-apparatus. Driving fire and EMS apparatus in all types of weather conditions including rain, sleet, ice and snow, and responding to hazardous materials incidents.

PHYSICAL REQUIREMENTS:

- Driving, climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lofting, finger dexterity, grasping, feeling, talking, hearing, and repetitive motions.
 - Sufficient physical strength, force, and stamina to function in all areas of the fire department to include but not limited to the use of SCBA, carrying heavy loads, lifting ladders, walking long distances, and activities related to fire control in structures or wildland fires.
 - Work involves sitting approximately 10 percent of the time.
 - Standing approximately 70 percent of the time.
 - Walking approximately 20 percent of the time.
 - Requires the exertion of up to 20 pounds of force routinely.
 - Greater than 100 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 extensive reading, analyzing data and figures, transcription, computer terminals, accounting, visual inspection involving small defects, small parts, operation of machines (including inspection), and using measurement devices. In compliance with 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