# TOWN OF TOLLAND JOB DESCRIPTION

| JOB TITLE: | Firefighter/EMT (Public Safety Officer) | DEPARTMENT: | Public Safety |
|---|---|---|---|
| REPORTS TO: | Public Safety Supervisor | FLSA STATUS: | Hourly Non-Exempt |
| BARGAINING UNIT: | | CLASSIFICATION: | |
| DATE PREPARED: | August 9, 2001 | DATE APPROVED: | August 14, 2001 |

## SUMMARY

Performs firefighting, emergency medical services and equipment operation responding to fire calls, accidents or community disasters: performs skilled repair and preventive maintenance work in maintaining fire apparatus, equipment, alarm system and unit buildings; and completes assigned administrative tasks

## ESSENTIAL DUTIES AND RESPONSIBILITIES

- Receives oral and written directions from supervisor. Plans and organizes work within general polices and procedures of department. Establishes priorities within work assignment.
- Responds to fire, rescue, and emergency medical situations. Drives fire vehicles and operates auxiliary equipment. Controls and extinguishes fires; protects life and property. Selects hose nozzle, depending on type of fire, and directs water or chemicals onto fire. Positions and climbs ladders to gain access or to assist occupants in vacating a building.
- Assumes fire ground control in absence of supervisor or superior officer.
- Operates power equipment or uses hand tools including axes, chisels, crowbars, power saws, etc., to open building for entrance or ventilation.
- Takes precautions to protect persons and property.
- Responds to vehicle accidents or medical emergencies. Extinguishes vehicle fires. Operates power tools to remove victims from vehicles.
- Operates ambulance, administers emergency medical services.
- Performs skilled repair and preventive maintenance work in maintaining fire vehicles and equipment. Inspects, repairs, and maintains alarm system.
- Performs carpentry, plumbing, maintenance and minor electrical repairs to department buildings and facilities.
- Maintains equipment and apparatus logs. Assists in the preparation of the budget equipment purchases making recommendations to supervisor. Provides statistical and narrative reports to supervisor and to the Town Manager upon request.

## ADDITIONAL DUTIES

- Evaluates need for major mechanical work on vehicles or equipment, and recommends referral to garage as necessary.
- Assist on the recommendations for new equipment purchases including equipment specifications and cost estimates.
- Maintains external hydrant system. Assist inventory of supplies and materials.
- When requested by supervisor, prepares purchase orders for replacement parts, materials, and supplies as needed.
- Instructs firefighters in firefighting, fire technology and equipment operation and maintenance.

- Performs in informational programs for school children and interested adults.

## SUPERVISORY RESPONSIBILITIES

The individual holding this position will not exercise any direct supervisory responsibilities.

## QUALIFICATIONS, EDUCATION AND/OR EXPERIENCE

The skills and knowledge required would generally be acquired with graduation from high school and concentrated training in firefighting and equipment maintenance, emergency medical training, and two years experience as a firefighter or rescue operator or EMT. Ability to acquire skill; to operate and maintain fire vehicles and auxiliary equipment. Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagrammatic form. Ability to prepare narrative and statistical reports of some complexity. Ability to meet strict physical fitness and agility requirements.

## LICENSE OR CERTIFICATE

Class II Q Motor Vehicle Operators License. Hold and maintain Emergency Medical Technician, Medical EMT-Defibrillation, and Firefighter I Certifications. May maintain membership in the Tolland Fire Department.

## PHYSICAL DEMANDS

The physical demands 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 a disability to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk or hear, stand, walk, use hands to finger, handle, or operate objects, tools, or controls, and reach with hands and arms. The employee is required to climb or balance, stoop, kneel, crouch, or crawl and taste or smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

## WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed primarily in a vehicle, or outdoor/emergency setting, in all weather conditions, including temperature extremes, during day and night shifts. The employee works near moving mechanical parts and may occasionally be exposed to wet and/or humid conditions, fumes, fire, smoke, or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration. Employee is exposed to blood borne pathogens and is required to wear heavy firefighting equipment.

**PHYSICAL DEMANDS**

| | Amount of Time | | | |
|---|---|---|---|---|
| | None | Under 1/3 | 1/3 To 2/3 | Over 2/3 |
| Stand | | | | X |
| Walk | | | | X |
| Sit | | X | | |
| Use hands to finger, handle, or feel | | | X | |
| Reach with hands and arms | | | X | |
| Climb or balance | | | X | |
| Stoop, kneel, crouch, or crawl | | | X | |
| Talk or hear | | | | X |
| Taste or smell | | X | | |

**LIFTING SCHEDULE**

| | Amount of Time | | | |
|---|---|---|---|---|
| | None | Under 1/3 | 1/3 To 2/3 | Over 2/3 |
| Up to 10 pounds | | | | X |
| Up to 25 pounds | | | | X |
| Up to 50 pounds | | | X | |
| Up to 100 pounds | | X | | |
| More than 100 pounds | | X | | |

**WORK ENVIRONMENT**

The work environment requires exposure to the following conditions:

| | Amount of Time | | | |
|---|---|---|---|---|
| | None | Under 1/3 | 1/3 To 2/3 | Over 2/3 |
| Wet or humid conditions (non-weather) | | | X | |
| Work near moving mechanical parts | | | X | |
| Work in high, precarious places | | | X | |
| Fumes or airborne particles | | | X | |
| Toxic or caustic chemicals | | | X | |
| Outdoor weather conditions | | | | X |
| Extreme cold (non-weather) | | | | X |
| Extreme heat (non-weather) | | | | X |
| Risk of electrical shock | | | X | |
| Work with explosives | | X | | |
| Risk of radiation | | X | | |
| Vibration | | | X | |

*VISION REQUIREMENTS*

__x__ Close vision (clear vision at 20 inches or less)
__x__ Distance vision (clear vision at 20 feet or more)
__x__ Color vision (ability to identify and distinguish colors)
__x__ Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)
__x__ Depth perception (three-dimensional vision, ability to judge distances and spatial relationships)
__x__ Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)
_____ No special vision requirements.

*NOISE EXPOSURE*

The position requires exposure to the following noise levels:

__x__ Very quiet (examples: forest trail, isolation booth for hearing test)

__x__ Quiet (examples: library, private office)

__x__ Moderate noise (examples: business office with computers and printers, light traffic)

__x__ Loud (examples: metal can manufacturing department, large earth-moving equipment)

__x__ Very loud (examples: jack hammer work, front row at rock concert)

**NOTE: THIS DESCRIPTION IS ILLUSTRATIVE OF TASKS AND RESPONSIBILITIES THAT THE POSITION WILL ENTAIL. IT IS NOT MEANT TO BE INCLUSIVE OF EVERY TASK AND RESPONSIBILITY.**