

CITY OF MUKILTEO
JOB DESCRIPTION

Title: Firefighter/Paramedic	Date Prepared: 12/2019
Department: Fire	Job Classification: Union Represented
Reports to: Fire Captain or designee	Salary Range: F2
Supervises: N/A	FLSA Status: Non-exempt

Job Summary:

Under the direction and guidance of a Fire Captain or designee, the Firefighter/Paramedic is responsible for responding to scenes of fires, disasters or other emergency incidents; protecting life and property through controlling, extinguishing and preventing fires; provides emergency medical services; regularly maintains firefighting equipment, apparatus, and quarters; responds to manmade and natural disasters. In emergency situations, performs hazardous tasks requiring strenuous physical exertion for extended periods of time in cramped surroundings, hot and smoky environments with limited visibility and at considerable heights.

The work is performed under the direction of a commanding officer, but the individual must take initiative and exercise independent judgement in emergency situations. This position has no supervisory responsibilities, however may require giving assignments and/or directions to co-workers or members of the public during emergency operations.

Job Location and Equipment Utilized

The work area will encompass a wide variety of settings including. Administrative duties typically occur in an office setting. Emergency response duties are performed in a wide variety of conditions which include regular exposure to outside weather conditions and are likely to include emergency locations above or underground; in and/or around water, hazardous traffic areas and under unfavorable or unsanitary conditions which may include burning debris, falling structures, biohazards, and air- and blood-borne pathogens; confined spaces; and commercial and residential structures. Employees are often exposed to wet and humid conditions, fumes, airborne particles, toxic or caustic chemicals, extreme heat, and risk of electrical shock. Employees may find themselves in hostile or psychologically demanding environments, involving emotional or psychological stress. The noise level in the work environment is usually moderate but may reach extremes where hearing protection is required. Work is usually performed during 24 hour shifts.

Work may require travel to meetings, seminars and conferences.

This position may often require the employee to perform strenuous work for extended periods of time, while performing some or all of the following:

- Wearing a respirator (SCBA);
- Climbing six (6) or more flights of stairs while wearing fire protection ensemble weighing at least 50 pounds or more while carrying equipment/tools, typically weighing an additional 20 to 40 pounds;

- Performing expected duties while wearing fire protective ensemble that is encapsulating and insulated and will result in significant fluid loss that frequently progresses to clinical dehydration which can elevate core temperature to levels exceeding 102.2°F (39°C);
- Searching, locating, rescue-dragging, and carrying victims ranging from newborn to adult weighing over 200 pounds to safety despite hazardous conditions and low visibility;
- Working in unpredictable emergency situations for prolonged periods of physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s) or hydration;
- Working in dark, confined, disorienting spaces; work in overheated environments; work under adverse and stressful conditions;
- Exposure to extreme heat/cold or extreme weather conditions, strong odors and/or smoke, strong and/or toxic chemicals, and dust or pollen.
- Working under adverse or stressful conditions.

Examples of Essential Duties:

An employee in this classification may perform any of the following duties; however, these examples do not include all the specific tasks an employee may be expected to perform.

- Under adverse and stressful conditions, drives emergency vehicles and shall be trained, certified and assigned to drive and operate large vehicles. Safely operates complex mechanical equipment on specialized vehicles. Ensures vehicle and equipment system basic maintenance requirements are met.
- Responds to medical emergencies and rescues with the appropriate equipment and personnel in a timely manner, makes appropriate decisions and acts deliberately in emergency scenarios.
- Delivers safe medical care and treatment based on the individual needs of the patient and in accordance with medical protocols and department policies and procedures.
- Delivers compassionate care and treatment of sick or injured individuals of a diverse community, suffering from non-urgent to life-threatening problems, frequently under unfavorable conditions. Effectively applies technical knowledge to complex problem assessment and solving to rescue persons or property under diverse and often stressful circumstances. Activities will generally be limited to “operations” level; however, some personnel may be trained at a technician level and/or as an instructor.
- Performs extremely strenuous physical fire suppression work while wearing self-contained breathing apparatus (SCBA), under some of the following conditions:
 - Select and deploy various hose lines and nozzles up to 5 inches in diameter to be used to direct water or chemicals onto fire;
 - Carry, position, climb and work from ladders and other high areas under adverse conditions;
 - Remove injured or incapacitated victims from danger and administer medical care as required;
 - Use power tools, and other mechanical equipment, to breach doors, walls, roofs, or floors, for various reasons;
 - Communicate clearly and concisely using electronic devices and equipment. This includes the ability to do so while wearing personal protective equipment (PPE)

and SCBA under adverse conditions such as high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers);

- Works in a safe manner at all times, in accordance with state regulations and department policies and procedures.
- Continuously participates in initial and ongoing training. Completes training as required to meet department, State, and Federally recognized and accepted standards, which may include classroom instruction, practical and hands-on instruction, examinations and certification in a variety of areas, and physical fitness training. Remains current on fire service and emergency medical care principles and practices.
- Actively participates in fire prevention, public education and public relations activities. Projects a professional public image.
- Positively interacts with a diverse population, including children. Treats all persons respectfully, including fellow employees, and contributes to a positive team environment.
- Conducts code enforcement inspections and effectively identifies and relates code issues to members of the public.
- Performs station equipment responsibilities by completing daily cleaning chores, assigned project(s), apparatus checks and other applicable duties as assigned; performs general maintenance work of department facilities. Maintains and operates equipment; vehicle system operation and basic maintenance; power tool operation and basic maintenance.
- Completes and process forms, write incident reports, and other documents. Accurately enters electronic data into computer or other devices.
- Maintains authorization from the county and department Medical Directors to practice EMS.
- Perform duties necessary to identify department efficiencies and deficiencies through the analysis of fire, medical, emergency, and non-emergency responsive services; and the development and implementation of programs. Coordinates operational consistency between shifts.
- Maintains knowledge of new trends and innovations in the fields of fire suppression, emergency medical care, hazardous materials, technical rescue, prevention and education; incorporate new developments as appropriate.
- Assists in the development and implementation of department policies, goals, objectives and priorities and recommend policy, procedure, and ordinance revisions as necessary.
- Provides highly responsible and complex administrative support to supervisors, to include: developing, recommending, implementing, and administering policies and procedures, goals and objectives; managing assigned projects and programs; researching and summarizing findings to supervisors; and preparing reports or other documents. Performs other special projects and work as assigned by supervisors.
- Pursue preferred qualifications and career development to enhance knowledge, skills and abilities in relation to responsibilities.
- Demonstrates a commitment to continuous improvement through the use of performance measurement and benchmarking.
- Maintains and nurture a culture of member involvement and community service throughout the organization.
- Other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge of:

- Comprehensive knowledge of current methods, principles, techniques, and practices applied to firefighting, fire behavior, hydraulics, fire inspection, natural or man-made disasters, operation and maintenance of firefighting equipment, and working knowledge of fire extinguishing systems, fire prevention methods, fire safety and related fields;
- Comprehensive knowledge of principles and practices of emergency medical care;
- Comprehensive knowledge of traffic laws; ordinances and regulations involving equipment; operation and basic knowledge of Federal, State and department regulations and procedures;
- Comprehensive knowledge of hazards of chemical properties of a variety of materials and ability to recognize environmental and workplace hazards, and implement safeguards to prevent accident or injury to employees or damage to department facilities and/or equipment;
- Current computer applications utilized by the department and utilize applications, including MS Word and Excel, to perform and complete tasks and/or requirements of the job and ability to learn and apply new technologies and skills;
- Business letter writing and basic report preparation with proficient spelling and grammatical skills;
- Incident management practices, including the National Incident Management System (NIMS).

Skilled in:

- Effectively handling of difficult or sensitive issues, using professionalism and an understanding of organizational culture;
- Using interpersonal skills in a tactful, patient and courteous manner;
- Positive and progressive customer service;
- Strong problem solving skills including anticipating, analyzing, diagnosing, and resolving problems;
- Using initiative and independent judgment within established guidelines;
- Analyzing problems, identifying alternative solutions, projecting consequences of proposed actions;
- Strong oral and written communication skills with the ability to apply appropriate communication techniques to various audiences;
- Assessing and prioritizing multiple tasks, projects, and demands.

Ability to:

- Work as part of a team to fulfill the department's mission and strategic plan;
- Perform current EMS treatment protocols and procedures;
- Evaluate programs, policies and procedures, analyze activities and take effective action to improve operations or resolve problems;
- Understand, interpret and apply documents such as operating instructions, applicable policies, procedures, codes, adopted ordinances and safety rules;

- Learn and possess working knowledge of geography and street locations of department response areas;
- Perform under considerable stress while confronted with emergency situations;
- Establish and maintain effective cooperative working relationships with personnel, other government officials, community groups, the general public, and media representatives;
- Compute the friction loss and fire flows required for producing proper water flows during pumping operations;
- Properly interpret and make decisions in accordance with laws, regulations, and policies;
- Conduct self in a professional manner as defined by the department's code of ethics and department policy and City policy;
- Maintain confidentiality;
- Prioritize multiple projects; anticipate needs, and work effectively within deadlines;
- Adapt to changes in the work environment and to shifts in organizational philosophy and expectations;
- Work independently to carry out special and general assignments requiring organization and development of procedures without direct supervision;
- Complete comprehensive work assignments and meet deadlines;
- Communicate in English clearly concisely, and effectively, both orally and in writing;
- Add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.

Required Physical Traits

While performing duties of this job, the employee is regularly required to talk and hear, use hands or fingers to handle and feel, and use radios, the telephone and computer while communicating with internal and external customers. Requires sufficient manual dexterity and visual acuity to operate firefighting, medical and radio equipment and required tools of the trade frequently and a computer or other standard office equipment regularly. May be required to sit or stand for several hours each day but will also need mobility and ability to stand and walk continuously for long periods of time, often on uneven, rough, and slippery surfaces including gravel, dirt, rock, grass, and hillsides, regularly reach with hands and arms, kneel, bend, stoop, and crawl. Employee may need to lift, carry, push and/or pull moderately heavy objects and materials (up to approximately 200 pounds). This position requires the ability to work under stressful conditions.

Qualifications

Required:

- Must be at least twenty-one (21) years of age.
- US Citizen or lawful permanent resident.
- Ability to speak, read, write and comprehend the English language
- Successful completion of the Candidate Physical Ability Test (CPAT) within the 12 months prior to the interview date with the City.
- No adult felony convictions in the previous 10 years for a crime directly related to the position of employment.

- Must meet all other provisions established by the City of Mukilteo Civil Service Commission.
- A high school diploma or equivalent and experience which provides the applicant with the desired knowledge, skills and abilities required to competently perform the job.
- Possess at time of hire and maintain a valid Washington State Driver's License, with a driving record acceptable to the City. Must complete the department's driver training program and maintain a driving record acceptable to the City.
- Graduation from an accredited Paramedic program and hold a current National Registry Paramedic certification. Possess at time of hire and maintain a valid Washington State Paramedic certification.
- Ability to graduate from a Fire Service Training Academy with Firefighter I and Hazardous Materials Operations.
- Advanced Cardiac Life Support provider certification at time of hire.
- Experience as a volunteer, part-time, or full-time firefighter with a fire department or fire district.
- Possess a minimum of two (2) years' experience as a full-time Paramedic working in an urban/rural prehospital care delivery system. Twelve (12) consecutive months of that experience must be with one agency.
- Ability to pass all pre-employment examinations and any subsequent testing.
- Ability to pass a comprehensive background check.

Preferred:

- Possess at time of hire and maintain a valid Washington State Paramedic certification.
- AA/AS Degree in Fire Science, Fire Protection Technology, or a related field of study and
- Graduate of a fire service training academy with Firefighter 1 and Hazardous Materials Operations certifications.
- Graduate of an IFSAC accredited Fire Service Training Academy preferred. IFSAC Firefighter II preferred.
- Possess a minimum of two (2) years' experience as a firefighter working in a volunteer, part-time, or full-time position in a fire department or fire district. Twelve (12) consecutive months of that experience must be with one agency. Additional years of experience preferred.
- Completion of a firefighter apprenticeship program.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

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