

## POSITION DESCRIPTION

Position Title:           **Fire Fighter/Emergency Medical Technician (EMT)**

Revised:                   01/24/2012

Description of Duties and Responsibilities:

### I.       NATURE OF WORK

- A.     Introduction: This position is located in the Lehigh Acres Fire Department, which is responsible for providing fire suppression and control, fire prevention, and emergency rescue and advanced life support services within the Lehigh Acres Fire Control and Rescue District, Lehigh Acres, Florida. The incumbent works under close supervision of the Department Officer to whose shift he or she may be assigned.
- B.     Duties: Examples of tasks performed include, but are not limited to, the following:
1.     Fire Suppression and Control – Responds to structure and /or brush fires and other emergency calls. Upon arrival at scene of fire alarm, depending upon type of fire:
    - a.     Selects appropriate hose nozzle and directs stream of water or chemical onto fire;
    - b.     Positions and climbs ladders to gain access to upper levels of buildings or to assist individuals from burning structures;
    - c.     Creates openings in buildings for ventilation or entrance, using and ax, crowbar, chisel, electric saw or other hand or power tool;
    - d.     Protects property from water and smoke by use of waterproof salvage covers , positive pressure fans and smoke ejectors, and all matters appropriate.
    - e.     Assists in setting back-fires and other procedures for controlling and extinguishing brush fires;
  2.     Emergency Medical Procedures – Upon arrival at the scene of a medical emergency, the incumbent promptly treats any sick or injured person unless the health or safety of the incumbent will be at risk or otherwise jeopardized. More specifically, procedures performed may include, but are not limited to:
    - a.     Administering first aid and artificial respiration to injured person(s) and those who may be overcome by fire or smoke:
    - b.     Controlling the scene of illness or injury;

- c. Assessing the patient's condition and as appropriate, ventilating, administering oxygen to, providing cardiopulmonary resuscitation (CPR) or controlling accessible bleeding of the patient;
  - d. Applying medical anti-shock trousers, dressing and bandaging wounds, and splinting fractures;
  - e. Providing obstetrical assistance;
  - f. Executing the proper techniques for lifting and moving stretcher patients;
  - g. Performs other related duties as required.
3. Other – Performs assigned duties in maintaining apparatus, quarters, buildings and grounds, and equipment; maintains personal protective gear in first class condition for immediate use. Insures that ambulance is equipped with required basic life support equipment.

Inspects apparatus/units assigned to station and conducts light maintenance and inspections as needed to include, but is not limited to: replacement of bulbs and lenses; lubrication of door hinges and other moving parts where required; tightening loose fasteners; adding required fluids (oil, engine water, pump water, foam, transmission fluid, primer fluid, etc.); replacement of wipers; completes apparatus and equipment checklists, as assigned by supervisor and accounts for all equipment and proper operation; operates/exercises ball and other valves each day on assigned apparatus; and completes work orders on all repairs and added fluids.

4. Participates in drills, demonstrations, and other courses of study necessary to meet requirements for issuance and/or retention of State Certification(s), the standards established for Professional Fire Fighter, NFPA 1001, and to acquire a good knowledge and understanding of the skills and techniques used by professional fire fighters and emergency medical technicians.

## II. MINIMUM QUALIFICATIONS

- A. Incumbent must be 18 years of age;
- B. Employee must meet and maintain requirements of Fire Minimum Standards as authorized In F.S. 633.
- C. Employee must maintain State Certified EMT status.
- D. Employee must have ability to perform prolonged and arduous physical work under adverse and hazardous conditions.
- E. Graduation from and accredited high school or an acceptable equivalency Diploma is required.
- F. Employee must have a current Florida Class E driver license.
- G. Employee must be able to perform minor maintenance on assigned vehicles and equipment.
- H. Must posses an Emergency Vehicle Operators Course (EVOC) within six months of employment.