

# **RIVERSIDE FIRE AUTHORITY**

## **CLASSIFICATION DESCRIPTION**

**JOB TITLE: FIREFIGHTER/PARAMEDIC**

**SECTION: OPERATIONS**

**DATE: APPROVED 3-14-12**

### **GENERAL FUNCTIONS**

As a member of the Riverside Fire Authority (Authority), it is the responsibility of the Firefighter/Paramedic to minimize losses associated with fire, to perform rescue operations, to treat and stabilize victims of medical emergencies and to demonstrate compassion, concern, understanding and patience for all customers in every situation encountered.

Under direction of the Operations Chief and assigned Station Captain, the Firefighter/Paramedic provides emergency medical care such as cardiac monitoring and defibrillation, intravenous and drug therapy, and airway management and endotracheal intubation. The position may be assigned other duties to meet Authority needs, consistent with an employee's experience, skills and abilities. The Firefighter/Paramedic typically works as part of an assigned crew, under the direction of an Incident Commander and/or company officer to conduct fire suppression, emergency medical and/or special operations. The position responds to emergencies within the scope of their level of training and qualifications.

This classification description reflects the general concept and intent of the classification and should not be construed as a detailed statement of all the work requirements that may be inherent in the position.

### **JOB DUTIES AND RESPONSIBILITIES**

#### **Essential Functions**

The position's primary duties are to function as an Advanced Life Support provider. The position responds to fire and medical emergencies for the purpose of saving lives and protecting property. The position also supports a wide range of Authority programs, projects, and events.

The following are examples of duties and responsibilities, but are not all inclusive in scope:

- Responds to a variety of medical emergencies to direct and provide Basic and Advanced Life Support patient-oriented emergency medical care.
- Responds to a wide variety of fire incidents such as brush fires, vehicle fires and structure fires; performs all necessary duties as a firefighter including, but not limited to, hose line operations, fire pump operation, search and rescue, operation of heavy equipment (including hydraulic rescue tools), functions with hand tools necessary in fire suppression including walking on pitched roofs and cutting holes in roofs and/or walls using power or hand tools, life safety activities, rescue operations including forcible entry, property conservation operations, clean-up projects, and all other activities as required.
- Assists on incidents requiring special operations, consistent with level of training and as determined by the Authority.
- Maintains, checks, tests, and repairs all fire and rescue apparatus, equipment and facilities as assigned. Responsible for equipment and station checks following policies, procedures, guidelines, and safety rules as outlined in federal, state, and local regulations. Performs general maintenance work in cleaning, storing, and reloading equipment, apparatus, and supplies. Cleans and maintains emergency apparatus and equipment as well as assists in the maintenance of the fire station and fire station grounds as assigned.
- Participates in fire drills and attends classes on fire techniques and other emergency topics as mandated to maintain necessary skills and proficiency levels that are required by State and Authority requirements.
- May supervise other responders at scenes when directed by Incident Commander. May also assume the role of Incident Commander until higher-ranking emergency responder arrives on scene.
- Conducts field investigations of outdoor burn complaints or potential fire hazards.
- Assists with fire investigations when requested.
- Prepares incident reports and related paperwork to document emergency responses.
- Maintains discipline and adheres to all policies, procedures, and guidelines.

- Completes ongoing shift work, project work, fire prevention activities, public education programs, and public service assistance as assigned by the Station Captain, Fire Chief, Operations Chief and Fire Marshal.
- Presents lectures, training curriculum, and participates in manipulative drills with personnel.
- Conducts inspections of commercial occupancies, participates in pre-fire planning and becomes familiar with the various floor plans, types of construction, and hazards.
- Performs station maintenance, including laundry, floor maintenance, trash removal, kitchen upkeep, landscaping, and general housekeeping and building maintenance as assigned.
- Participates in budget preparation for assigned areas of responsibility.
- Participates in required training and continuing education classes to maintain paramedic certification.
- Supports and participates in Authority training programs by instructing medical responders.
- Serves as a mentor for other paramedics. This includes evaluating other paramedics on how they are performing, addressing questions, sharing experiences and coaching.

### **KNOWLEDGE**

- Principles, techniques, strategy, materials and equipment used in fire suppression, emergency medical response, rescues, investigation, prevention, and hazardous materials response.
- Safety practices/precautions considered and implemented during routine duties and at the emergency scene.
- Use of Authority records management system and general use of other associated computer programs.

### **SKILLS**

- Analyze emergency response and operations problems, develop sound alternatives, and make efficient recommendations and decisions under emergency circumstances.

- Establish and maintain accurate records and prepare clear and concise reports and other written materials.

## **ABILITIES**

- Communicate and educate effectively both verbally and in writing with co-workers and the public.
- Develop a team atmosphere and work environment that promotes success for individuals and the Authority.
- Develop and maintain productive relationships with other service providers such as fire service entities, law enforcement, private ambulance companies, hospitals, and care facilities.
- Maintain physical conditioning necessary to perform efficiently and effectively.
- Follow verbal and written directives.
- Greet and assist the public in a helpful and positive manner.

## **EDUCATION AND EXPERIENCE**

Sufficient training and experience which demonstrates the possession of the knowledge and abilities to perform the essential job functions.

### **Required Qualifications**

- High School Diploma or equivalent.
- Must be at least 21 years of age.
- Valid Washington State Driver's License and the ability to be insured by the Authority's insurance provider.
- Must be a U.S. citizen or eligible to work in the United States.
- Must successfully complete Authority entry level physical ability test.
- Minimum of one year of experience as Firefighter/Paramedic.

- Valid Washington State Paramedic Certification.

#### Other Requirements

Prior to receiving an offer of employment, a selected candidate must successfully complete a LEOFF medical examination and psychological profile test.

The employee must serve a one-year probationary period.

#### WORKING CONDITIONS

A person in this position must be free from any physical, emotional or mental condition which might adversely affect the ability to perform the essential job functions.

The Firefighter/Paramedic is responsible for all firefighting-related and EMS duties and operations as assigned. Involves contact with a wide variety of personalities both inside and outside the Authority. Requires a high degree of independent decision making in emergency situations. Involves complex emergency and maintenance duties that may have a direct impact upon the operations of the Authority. Member is exposed to all manner of environmental conditions including inclement weather, extreme temperatures, dust, noise, dim lighting, and all other conditions as present in the performance of essential function. Member may also experience such hazards as fumes, flames, chemicals, blood, other body fluids, and all other hazards as required in performance of essential functions.

In addition, this position requires the operation of various equipment, machinery, apparatus, and rescue vehicles as needed. May require working long hours and for extended periods of time between meals and breaks in some emergency situations. This position frequently must engage in strenuous activities with little or no advance notice; work during emergency events in adverse environments; work in intense life-threatening conditions; be subjected to exposure of hazardous materials, dangerous persons, and noise; running, walking, crawling, climbing, stooping, twisting, bending, lifting and sitting for long periods of time; work in an office environment with sustained posture in a seated position for prolonged periods of time.

APPROVED:

*Jim Walkowski*  
Fire Chief

Date: March 14, 2012