

CITY OF DYERSBURG, TENNESSEE

JOB DESCRIPTION

Job Title: **Reserve Firefighter / EMT** **Department: FIRE**

Date: **2014** **Reports to: LIEUTENANT**

Purpose of Job:

The purpose of this job is to protect lives and property being endangered by fire. Respond & mitigate other emergency situations such as auto accidents and hazardous material spills/leaks. Duties include, but are not limited to: suppressing fires, aiding victims, public fire education, controlling crowds and traffic, performing preventive maintenance and other responsibilities as assigned by the Lieutenant.

Essential Duties and Responsibilities:

The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive.

Works a minimum of 48 hours a month as scheduled by Shift Captain.

Aids victims from fires and other hazardous situations, administering emergency medical assistance as needed.

Suppresses structural fires, brush fires and fires in vehicles utilizing fire fighting techniques gained through formal training; enters burning or contaminated structures and other areas while wearing required personal protective equipment.

Performs preventive maintenance on all fire fighting equipment; ensures readiness for utilization pre and post fire fighting processes. Tests fire hydrants and hoses.

Attends departmental and station meetings; attends training sessions to practice procedures and to learn and practice new firefighting and rescue methods.

Cleans and maintains station and grounds utilized by department personnel, as scheduled.

Additional Job Functions:

Performs other duties as required.

Minimum Training and Experience Required to Perform Essential Job Functions:

High School Diploma or GED required. Must possess State of Tennessee Emergency Medical Technician license and valid Tennessee Driver's license. Successful completion of Intro to Fire & Emergency Services course as well as the basic & live firefighting course. In addition the reserve firefighter shall successfully complete FEMA Independent Study 100, 200, 700, and 800 online courses. The reserve firefighter must obtain Firefighter I, Haz-Mat Awareness and Haz-Mat Operations certifications within two years of employment.

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(ADA) MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

PHYSICAL REQUIREMENTS: Must be physically able to operate a variety of fire fighting equipment. Must be able to use body members to work, move or carry objects or materials. Must be able to exert up to one hundred pounds of force occasionally, and/or up to twenty pounds of force frequently. Physical demand requirements are at levels of those for medium to heavy work. Must be able to lift and/or carry weight of twenty to fifty pounds.

DATA CONCEPTION: Requires the ability to compare and or judge the readily observable functional, technical, structural, or compositional characteristics (whether similar to or divergent from obvious standards) of data, people, or things.

INTERPERSONAL COMMUNICATION: Requires the ability of speaking and/or signaling people to convey or exchange information. Includes communicating with co-workers and supervisors.

LANGUAGE ABILITY: Requires the ability to read a variety of informational documentation, directions, instructions, and methods and procedures. Requires the ability to write reports with proper format, punctuation, spelling, and grammar using all parts of speech. Requires the ability to speak with and before others with poise, voice control, and confidence using correct English and a well-modulated voice.

INTELLIGENCE: Requires the ability to learn and understand basic principles and techniques; to make independent judgments in absence of supervision; to acquire knowledge of topics related to the job of Reserve Firefighter/EMT.

VERBAL APTITUDE: Requires the ability to record and deliver information to supervisors to explain procedures and policies; and to follow verbal and written instructions, guidelines and objectives.

NUMERICAL APTITUDE: Requires the ability to utilize mathematical formulas; add and subtract totals; multiply and divide; determine percentages; determine time and weight; and utilize statistical inference,

FORM/SPATIAL APTITUDE: Requires the ability to inspect items for proper length, width, and shape, visually with fire fighting equipment.

MOTOR COORDINATION: Requires the ability to coordinate hands and eyes in using automated office equipment and fire equipment.

MANUAL DEXTERITY: Requires the ability to handle a variety of items, office equipment, control knobs, switches, etc. Must have the ability to use one hand for twisting or turning motion while coordinating other hand with different activities. Must have minimal levels of eye/hand/foot coordination.

COLOR DISCRIMINATION: Requires the ability to differentiate colors and shades of color.

INTERPERSONAL TEMPERAMENT: Requires the ability to deal with people (i.e. staff, supervisors, general public) beyond giving and receiving instructions such as in interpreting departmental policies and procedures. Must be adaptable to performing under stress when confronted with an emergency.

PHYSICAL COMMUNICATION: Requires the ability to talk and/or hear: (talking - expressing or exchanging ideas by means of spoken words). (Hearing - perceiving nature of sounds by ear).

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KNOWLEDGE OF JOB

Has considerable knowledge of the policies and procedures of the City of Dyersburg. Studies and demonstrates correct fire fighting methods, actively participates in training. Demonstrates safe EMT practices as they pertain to the performance of duties relating to the job of Reserve Firefighter/EMT. Knows how to keep abreast of any changes in policy, methods, computer operations, equipment needs, etc. as they pertain to departmental operations and activities. Is able to effectively communicate and interact with supervisors, members of the general public and all other groups involved in the activities of the department. Is able to assemble information and make written reports documenting in a concise, clear and effective manner. Has good human relations, and technical skills. Is able to use independent judgment and work with little direct supervision when necessary. Has the ability to comprehend, interpret, and apply regulations, procedures, and related information. Comprehends the terminology, principles, and methods utilized with in the department. Has the mathematical ability to handle required calculations.