

City of La Grande  
Firefighter/Paramedic

**Department:** Fire  
**Accountable to:** Fire Chief  
**Supervises:** None

**FLSA Status:** Non-exempt  
**Representation:** Represented  
**Adopted:** March 2019

**GENERAL POSITION SUMMARY:**

As a member of a Fire Department and under the direct supervision of a Fire Department Captain, a Firefighter/Paramedic performs firefighting, rescue, emergency medical care up to and including the Paramedic level and other types of emergency response related duties. Participates in fire prevention, code enforcement, and public safety education activities. Helps to maintain and make minor repairs to the fire station, fire apparatus, and emergency response equipment. Participates in training and personal development activities necessary to acquire and maintain the knowledge and skills needed to perform the duties of a firefighter in a proficient and safe manner.

**ESSENTIAL JOB FUNCTIONS/MAJOR RESPONSIBILITIES:**

(This position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)

- Performs complex diagnostic and medical procedures including but not limited to CPR, intravenous cannulation, endotracheal intubation, recognition of cardiac arrhythmias and administration of various medications for illnesses and injuries.
- Drives and operates ambulance or other apparatus as assigned.
- Accurately completes written reports on patient care in a timely fashion.
- Gives accurate and complete written and verbal reports on patient care to hospital emergency departments and other providers upon patient transfer.
- Participates in fire prevention, code enforcement, and public safety education activities.
- Responds to fire alarms and emergency incidents.
- Drives and operates Fire Department emergency vehicles.
- Lays hose and stretches attack lines.
- Directs fire streams and assists with fire suppression activities.
- Carries, secures, and climbs ladders.
- Carries equipment up and down ladders.
- Uses tools to force entry and ventilate buildings.
- Performs Rapid Intervention Team (RIT) duties.
- Conducts primary and secondary searches.
- Rescues endangered persons by dragging or carrying them out of danger.
- Performs salvage operations and overhaul duties.
- Provides emergency medical care of the sick or injured.
- Performs Haz-Mat "Operations Level" duties at hazardous materials incidents.
- Performs technical rescues using specialized skills and equipment.
- Operates power tools and rescue equipment as needed.
- Attends and actively participates in drills and other training opportunities.
- Mentors and instructs new members.
- Develops a working knowledge of approved fire tactics, firefighting methods, and emergency medical procedures.

- Maintains a knowledge of applicable codes and ordinances relating to fire protection.
- Interacts with the public in a positive and helpful manner during emergencies or non-emergency encounters.
- Helps clean and maintain the fire station, fire apparatus, and related emergency equipment.
- Stays physically fit through participation in regular fitness workouts while on duty.
- Maintains records, logs, and reports as directed.
- Follows all safety rules and procedures.
- Performs other related duties as required and assigned.

**OTHER DUTIES AND RESPONSIBILITIES:**

- Conducts community presentations and educational outreach.
- Participates in special projects as assigned by a supervisor.

**SUPERVISORY RESPONSIBILITIES:**

Supervisory responsibilities are not typical responsibilities of this class of an employee. However, more senior Firefighter/Paramedics may, in the absence of the Shift Captain, be assigned the role of "Acting Captain," if qualified. They may also be assigned as team leader of crews formed on the scene of emergencies.

**SUPERVISION RECEIVED:**

Firefighter/Paramedics work under the supervision of a Fire Captain and oversight of the Department Physician. The work performed by the Firefighter/Paramedic will be reviewed by the assigned Fire Captain for conformance with accepted department practices and policies.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Knowledge of fire suppression and prevention techniques, practices, and methods.
- Knowledge of fire protection systems including sprinklers, alarm systems, and fire hydrant location.
- Knowledge of standard firefighting practices, methods, and procedures.
- Knowledge of safety standards, procedures, and precautions utilized in firefighting activities.
- Knowledge of geography and street system of the district and location of major buildings.
- Knowledge of emergency medical practices and CPR procedures.
- Knowledge of the safe and appropriate use of firefighting equipment, fire department vehicles, and related tools.
- Knowledge of complex diagnostic medical procedures.
- Ability to apply principles and practices of modern firefighting and the emergency medical care and treatment of the sick and injured.
- Ability to safely and effectively use firefighting tools and equipment.
- Ability to communicate both orally and in writing, including understanding and following oral and written instructions.
- Ability to hear and orally respond to calls for assistance, radio communications, and all other calls as needed in all conditions which may include substantial background noises as experienced in emergency operations.
- Ability to maintain composure under dangerous, chaotic, and rapidly changing emergency situations.
- Ability to establish and maintain effective working relationships with other employees, officials, and the public.

- Ability to analyze situations quickly and objectively and to recognize actual and potentially dangerous situations, and to determine proper course of action.
- Ability to achieve and maintain adequate level of physical fitness to perform the essential functions of the job.
- Ability to respond at any time, day or night, to an emergency scene where firefighters are exposed to a variety of hazards including but not limited to disease, chemicals, fumes, intense heat, and products of combustion.
- Ability to comply with safety requirements of the position and actively promote safe work practices.
- Ability to learn new skills, procedures, and techniques associated with the duties of a firefighter.

### **EDUCATION/EXPERIENCE/LICENSES/CERTIFICATES:**

#### **REQUIRED:**

- High School diploma or GED.
- Must be 18 years of age.
- Possess and maintain a State of Oregon Paramedic Certification (EMT-P), American Heart Association (AHA) certification in Basic Life Support (BLS) and Advanced Cardiac Life Support (ACLS) certification.
- Maintain State-mandated continuing education requirements for all certifications.
- Must be able to pass an entry level medical evaluation, self-contained breathing apparatus (SCBA) fit test, and physical ability test. The individual must continue to pass annual medical evaluations, fitness and physical ability test to maintain a fit for duty status.

#### **PREFERRED:**

- NFPA Firefighter I certification
- Hazardous Materials Awareness and Operations certification

#### **ADDITIONAL REQUIREMENTS:**

- Employees in this classification are required to reside within 15 miles of the La Grande Fire Station.
- Respond to general alarms when off duty. Exception: Firefighter/Paramedics are not required to respond after they have consumed alcohol or when other circumstances, beyond their control, prevent response.
- Maintain a cleanly shaven face. Mustaches and sideburns are allowed if they don't interfere with the wearing of a respirator and self-contained breathing apparatus (SCBA).
- Individuals must be physically capable of operating motor vehicles safely, possess a valid Oregon driver's license and privileges (or able to secure an Oregon driver's license within one month of hire date), and have an acceptable driving record. Use of personal vehicle for City business will be prohibited if the employee does not have personal insurance coverage.

### **WORKING CONDITIONS:**

Firefighter/Paramedic duties will be performed in and affected by many situational and environmental factors.

### **At Emergency Incidents a Firefighter/Paramedic may:**

- Spend extensive time outdoors exposed to the elements.
- Work in wet, icy or muddy areas.
- Experience frequent transition from hot to cold and from humid to dry atmospheres.
- Operate in high noise, poorly lit, limited visibility or limited mobility environments.
- Work in enclosed or confined spaces where entrapment or mechanical injury may occur.
- Make rapid transitions from rest to near maximal exertion without warm-up periods.
- Endure long periods of sustained physical activity and intense concentration.
- Perform physically demanding work in hot (potentially above 400 degrees Fahrenheit), humid (up to 100 percent) atmospheres while wearing personal protective equipment that significantly impairs body cooling mechanisms.
- Perform physically demanding work while wearing self-contained breathing apparatus (SCBA) with 1.5 inches of water column resistance to exhalation at a flow of 40 liters per minute.
- Work on slippery or hazardous surfaces such as wet or icy rooftops or ladder rungs.
- Perform a variety of tasks at substantial heights while working on ladders, suspended on ropes, standing on roofs, towers, or poles.
- Work in areas where sustaining traumatic or thermal injuries are possible.
- Be exposed to electric shock hazards.
- Face inhalation or skin absorption exposure to carcinogenic dusts such as asbestos or toxic substances such as hydrogen cyanide, chlorine, carbon monoxide, acid gases and liquids or organic solvents.
- Face exposure to infectious agents such as hepatitis B, C and HIV.
- Be exposed to grotesque sights, sounds and smells associated with major trauma and burn victims.
- Have to perform complex tasks or make life and death decisions under extremely stressful and dangerous conditions.
- Work around or in lakes, ponds, wells or swift moving water.
- While in confused, chaotic and potentially life-threatening environments, rely on the senses of sight, hearing, smell and touch to help determine the nature of an emergency, maintain personal safety and make critical decisions throughout the duration of the incident.

### **While performing Non-Emergency Activities a Firefighter/Paramedic may:**

- Be exposed to noise levels higher than those found in typical office environments. The noise level encountered will not require hearing protection.
- Be exposed to typical household cleaning chemicals and vehicle fuel and lubrications fluids.

This list is only representative of the situational or environmental factors which might affect a Firefighter/Paramedic in the performance of his/her duties and is not all-inclusive.

EVERY EFFORT POSSIBLE WILL BE MADE TO MINIMIZE THE HAZARDS  
FIREFIGHTER/ PARAMEDICS ARE EXPOSED TO. DEPARTMENT SOG'S, OSHA  
REGULATIONS AND RECOGNIZED NATIONAL STANDARDS WILL BE FOLLOWED

DURING TRAINING EXERCISE AND AT EMERGENCIES. APPROVED PERSONAL PROTECTIVE EQUIPMENT WILL BE PROVIDED AND REQUIRED TO BE WORN WHENEVER FIREFIGHTERS MIGHT BE EXPOSED TO THE HAZARDS MENTIONED ABOVE.

**PHYSICAL DEMANDS:**

While performing the duties of a Firefighter/Paramedic, the individual will frequently be required to stand, kneel, sit, stoop, bend forward at the waist, climb, crawl and communicate verbally and in written form, read text, reach for and manipulate objects, tools or controls. The individual must be able to walk, jog, and crawl while performing the duties of a firefighter and while wearing turnout gear and other protective equipment. The protective equipment worn by a Firefighter/Paramedic may weigh up to 70 pounds. The individual will be required to lift and move materials and equipment weighing up to 30 pounds on a regular basis. At emergencies, the individual must be able to lift materials, equipment or another person weighing 100 pounds or more.

**MATERIALS AND EQUIPMENT USED:**

**Materials and equipment used include, but not limited to:**

Office

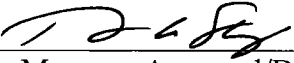
- Computer with keyboard and mouse/trackball, calculator, copier, fax machine, telephone, cell phone, an assortment office supplies including copy paper, file folders, pens/pencils.

Fire Department Operations

- Fire department vehicles, turnout gear, mobile and portable radios, mobile computers, assorted firefighting/rescue tools and assorted EMS tools and equipment.

Other

In the course of caring for the sick and injured, a Firefighter/Paramedic will document the patient contact in a report. All such reports contain privileged information and the firefighter will be required to maintain the confidentiality of all patient contacts and the reports generated.

 3-15-19  
\_\_\_\_\_  
City Manager Approval/Date

I have reviewed this job description and am able to perform the essential functions with or without reasonable accommodations, and I have received a copy this job description.

\_\_\_\_\_  
Employee/Date