

FIREFIGHTER/EMERGENCY MEDICAL TECHNICIAN (EMT)

Columbus Township Fire & Rescue

SUMMARY OF DUTIES

The firefighter/emergency medical technician (EMT) is a dual-role member of the department having emergency medical care responsibilities in addition to firefighter duties. Depending on the nature of the emergency these personnel provide basic life support, perform extrication and rescue, or act as firefighters in fire suppression or hazard control activities.

This position is technical in nature, and requires the ability to interact with patients, independently assess and treat medical emergencies, follow established treatment protocols, and document findings and events for the patient's medical record. Work is often carried out under stressful conditions in the presence of contagious disease and environmental, chemical, or physical violence hazards.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

General:

- Responds to fire alarms and other emergency incidents, controls and extinguishes fires, protects life and property.
- Responds to emergency situations with EMS and fire companies; operates cutting torches, hydraulic jacks, extrication tools, rope equipment, forcible entry tools and other equipment carried on the apparatus as required.
- Responds to water and ice emergencies.
- Participates in a continuing program of training and instruction; participates in drills, demonstrations, and classes; receives training in the operation of fire equipment, EMS equipment and apparatus.
- Conducts general maintenance work in the upkeep of fire stations, buildings, grounds, fire apparatus, auxiliary equipment, and tools.
- Evaluates and provides immediate medical care to the sick and injured; mitigates other emergencies as they occur including fire, vehicle accidents, and gas leaks.
- Ensures all vehicles and equipment are ready to provide emergency assistance.
- Drives and operates fire/medical apparatus.
- Maintains cleanliness and organization of station, apparatus, and equipment.
- Ensures training is completed.
- Performs general maintenance work and upkeep of fire stations, buildings, grounds, fire apparatus, equipment, and tools.
- Maintain all records, forms, and reports as required.
- Must work overtime as required.

Firefighting:

- Responds to fire alarms and other emergency incidents; controls and extinguishes fires; protects life and property.
- Selects hose/nozzle, depending on type and location of fire, and directs stream of water or chemicals onto fire; positions and climbs ladders to gain access to upper levels of buildings or to assist individuals from burning structures; creates openings in buildings

for ventilation or entrance, uses available manual and/or mechanical tools; and may deactivate electrical power to prevent explosions or other fire hazards.

- Participates in salvage operations, such as removing and covering furniture, mopping floors, and cleaning debris.
- Performs overhauling operations to ensure the fire is completely extinguished and no walls or other structures are in danger of falling.
- Replaces broken or ruptured sprinkler heads to prevent unnecessary water damage.
- Responds to emergency situations with EMS and fire companies; operates cutting tools, hydraulic jacks, extrication tools, rope equipment, forcible entry tools and other tools and equipment carried on the apparatus as required.
- Complete building preplans as assigned.
- Reduce and mitigate community risk.
- Provide public education on fire safety.

Emergency Medical Services (EMS):

- Evaluation and skilled care are ongoing and may take place in a variety of settings including, but not limited to homes, offices, vehicles, roadways, ambulances, and hospitals.
- Evaluates and provides efficient and immediate emergency care to the ill or injured in the field, an EMS unit and/or at the hospital, if needed to the level of certification.
- Assist with transport of patients in need of further definitive care to an appropriate medical facility, when requested by the transporting ambulance crew.
- Reports vital information regarding care and condition to medical facility/personnel receiving patient.
- Reports pertinent information regarding the care and condition of the patient to medical facility/personnel receiving patient.
- Provides medical care as appropriate under the direction of a licensed physician or as authorized by the operational medical director's policies and procedures.
- Safely operates all emergency medical equipment authorized to be carried on the unit.
- Completes handwritten and/or computer-generated EMS reports in a complete, clear, concise, accurate, timely, and efficient manner.
- Maintains EMS equipment in a clean, well-stocked, and ready status in order to respond to calls.
- Verbally communicates with patients, co-workers, and hospital personnel using radios and phones.

REQUIRED KNOWLEDGE, ABILITIES, AND SKILLS

Firefighter:

- Knowledge of modern fire and rescue principles, practices, and procedures.
- Knowledge of the operating and maintenance requirements of the various types of apparatus and equipment used in firefighting activities.
- Ability to drive and operate fire, rescue and emergency medical vehicles under routine and emergency conditions.
- Ability to read and understand policies, rules, instructions, and written material of the fire department.

- Ability to use portable and mobile radios, mobile phones, and mobile computer terminal located in emergency apparatus.
- Ability to establish and maintain effective working relationships with others.
- Ability to understand and follow oral and written directions, exercise good judgment under stress, and to deal effectively with the public.
- Ability to maintain accurate records, both written and computer-generated, and prepare reports.
- Ability to speak and write effectively.
- Ability to meet such medical/physical requirements as may be established by competent authority.

Emergency Medical Technician:

- Training in emergency medical procedures.
- Knowledge of symptoms of medical emergencies and of appropriate responses to such conditions.
- Ability to evaluate patients' conditions and properly render emergency medical care.
- Ability to operate emergency vehicles.
- Ability to establish and maintain effective work relationships with superiors, other employees, and the public.
- Ability to respond quickly and effectively in emergency situations.
- Ability to communicate effectively, orally and in writing.

DESIRABLE TRAINING AND EXPERIENCE

- Graduation from a standard senior high school or technical school.
- Possess or obtain Indiana Firefighter II certification.
- Possess or obtain certification by Indiana as an Emergency Medical Technician-Basic.
- Possess or obtain Indiana Hazardous Material Operations certification.
- Possess a valid vehicle operator's license and a good driving record.
- Possess or obtain NIMS 100, 200, 700 and 800 certifications.
- Successful completion any required firefighting and/or emergency medical training as established by the chief of the department or their designee in the prescribed time frame.
- Shall not be on the Indiana Homeland Security Exclusion List.