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## **Firefighter/EMT**

### **Employer**

City of Arkansas City  
118 W Central Ave  
PO Box 778  
Arkansas City, KS 67005  
620-441-4405

### **Job Description**

**Wage:** \$21.17 Hourly

**Job Type:** Part Time

**Department:** Fire/EMS Department

### **GENERAL OVERVIEW OF POSITION AND RESPONSIBILITIES**

Protects life and property by engaging directly in firefighting, emergency care, hazardous materials, and fire prevention. Maintains fire/EMS equipment, apparatus, and facilities. Work may involve considerable physical exertion and hazards to health and safety. This employee primarily reports to a Fire/EMS Lieutenant then a Fire/EMS Captain but, during an emergency incident, this employee reports to the incident commander or the designated sector commander.

### **SUPERVISION RECEIVED**

Works under the general guidance and direction of the Fire/EMS Lieutenant.

### **SUPERVISION EXERCISED**

Although not supervisory in nature, employee may assist to coordinate, instruct, or supervise the work of new employees, as assigned.

## **ESSENTIAL FUNCTIONS**

*Essential functions of the job may include but are not limited to the following:*

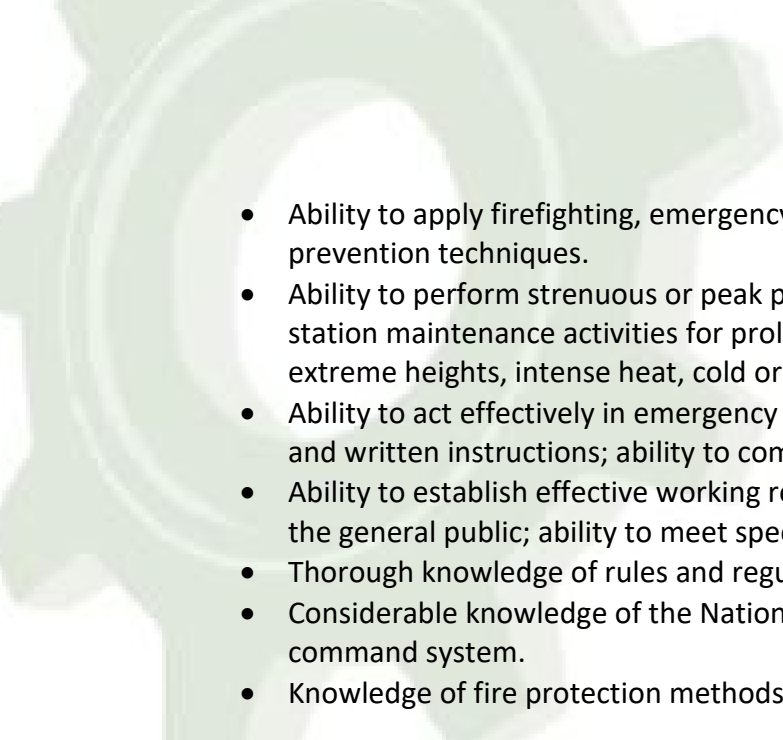
- Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.
- Performs emergency aid activities such as administering basic and/or advanced life support and providing other assistance at fires, vehicle accidents, hazardous materials incidents and other emergency situations.
- Participates in fire drills, attends classes in firefighting, emergency medical, hazardous materials, and related subjects.
- Receives and relays fire calls and alarms. Operates radio and other communication equipment.
- Participates in the inspection of buildings, hydrants, and other structures in fire prevention programs.
- Performs general maintenance work in the upkeep of facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.
- Assists in developing plans for special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, hazardous materials, and emergency aid activities.
- Presents programs to the community on safety, medical, and fire prevention topics.
- Performs salvage operations such as throwing salvage covers, sweeping water, and removing debris.
- Maintains contact with general public, department officers and other City officials in the performance of fire department activities.

## **NON-ESSENTIAL FUNCTIONS**

- Performs the duties of subordinate personnel as needed.
- Attends conferences and meetings to keep abreast of current trends in the field; represents the City Fire/EMS department in a variety of local, county, state and other meetings.
- Perform other duties as assigned.

## **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Considerable knowledge of modern fire suppression and prevention and Emergency Medical Services principles, procedures, techniques, and equipment; considerable knowledge of basic life support techniques as demonstrated through Kansas EMT certification; considerable knowledge of building, electrical, mechanical and fire codes; considerable knowledge of inspection techniques; thorough knowledge of Arkansas City geography (i.e. streets; hydrants, buildings locations, etc.)
- Skill in the operation of the tools and equipment listed below.

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- Ability to apply firefighting, emergency medical care, hazardous materials, and fire prevention techniques.
  - Ability to perform strenuous or peak physical effort during emergency, training or station maintenance activities for prolonged periods of time under conditions involving extreme heights, intense heat, cold or smoke.
  - Ability to act effectively in emergency and stressful situations; ability to follow verbal and written instructions; ability to communicate effectively orally and in writing.
  - Ability to establish effective working relationships with employees, other agencies, and the general public; ability to meet special requirements.
  - Thorough knowledge of rules and regulations of the Department.
  - Considerable knowledge of the National Fire Protection Agency (NFPA) incident command system.
  - Knowledge of fire protection methods and related City Ordinances.

### **COMMITMENT TO MISSION AND ORGANIZATIONAL VALUES**

It is each employee's commitment to uphold these core values while representing the City of Arkansas City in carrying out municipal duties as public servants. These values should form the basis for interactions with the general public, with other agencies and with each other.


#### *Mission*

The City of Arkansas City strives to provide a high quality of life for its citizens by furnishing a variety of efficient services in a professional, courteous manner.

#### *Statement of Organizational Values*

- We value Professional Ethics, which includes:
  - Honesty
  - Compassion
  - Fairness
  - Confidentiality
  - Reliability
  - Stewardship of resources
  - Respectfulness
  - Non-discriminatory behavior
  - Professionalism & personal courtesy

We value Commitment to Citizens through Customer Service, which includes:

- Courteous interaction with the public
  - Pride & ownership
  - Programs that address citizen needs
  - A sense of urgency and responsiveness
  - A service-oriented approach to patrons
  - Listening as well as hearing
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We value *Commitment to Excellence*, which includes:

- An ability to see the big picture
- A sense of pride
- A commitment to employee knowledge
- Employee professionalism
- Accountability
- Teamwork
- Protection of health, safety & public welfare
- A willingness to embrace change
- A commitment to organizational goals
- Clear communication

#### **EDUCATION AND EXPERIENCE**

- High School diploma or acceptable equivalent.
- Coursework in fire science or medical studies. College or university course work in medical studies, business, health administration, public administration or related field.
- Any combination of the above as determined appropriate by the City Manager.

#### **CERTIFICATION(S) AND LICENSE(S)**

- Must possess or be able to obtain within one (1) year of employment a valid Class B Non-commercial driver's license with a safe driving record as determined by the employer.
- Must possess and maintain a current Kansas Emergency Medical Technician (EMT) license and CPR certification at time of employment.

#### **PRE- EMPLOYMENT TESTING**

Components of the following pre-employment testing may be conducted and must be successfully completed by the employee:

- Criminal history background checks.
- Physical Capacity Profile – Level 3.
- Driving record check.
- Drug screen.
- Alcohol testing.

#### **WORK ENVIRONMENT AND CONDITIONS**

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Work is performed primarily in office, vehicle and outdoor settings, in all weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils. The employee occasionally works near moving mechanical parts, in high precarious places, and occasionally exposed to wet and/or humid conditions, fumes,

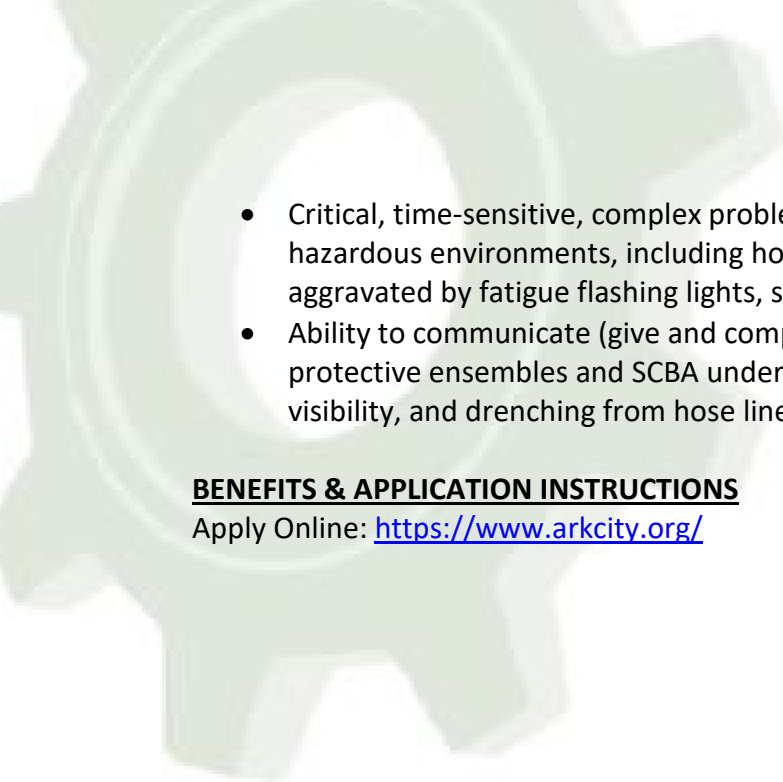
airborne particles, toxic/caustic chemicals, risk of electrical shock, and vibration. The noise level in office settings is normally quiet; in the work environment it is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud to very loud.

### **ESSENTIAL PHYSICAL FUNCTIONS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Must meet Level 3 in Department of Labor's Dictionary of Titles – Medium Work exerting 20 to 50 pounds of force occasionally, and/or 10 to 25 pounds of force frequently, and/or greater than negligible up to 10 pounds of force constantly.

- Performing fire-fighting tasks (e.g., hose line operations, extensive crawling, lifting, and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions while wearing personal protective ensembles and self-contained breathing apparatus (SCBA), including working in extremely hot or cold environments for prolonged time periods.
- Wearing an SCBA, which includes a demand valve-type positive-pressure facepiece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads.
- Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and/or heated gases, despite the use of personal protective ensembles and SCBA.
- Climbing five or more flights of stairs while wearing fire protective ensemble weighing at least 50 lb (22.6 kg) or more and carrying equipment/tools weighing an additional 20 to 40 lb (9 to 18 kg).
- Wearing fire protective ensemble that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2 degrees F.
- Searching, finding, and rescue-dragging or carrying victims ranging newborns up to adults weighing over 200 lb (90kg) to safety despite hazardous conditions and low visibility.
- Advancing water-filled hose lines up to 2 ½ in. (65 mm) in diameter from fire apparatus to occupancy [approximately 150 ft (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
- Climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards.
- Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.

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- Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces that is further aggravated by fatigue flashing lights, sirens, and other distractions.
  - Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers).

**BENEFITS & APPLICATION INSTRUCTIONS**

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