



Director of Customer Service/ City Clerk

Employer

City of Winfield
200 E. 9th Ave
Winfield KS 67156
620-221-5510

Job Description

Department: Fire/EMS

Reports to: Fire Captain or Lieutenant as Assigned

Category: Non-Exempt

Position Title: Fire Fighter/EMT or Paramedic

Department: Fire/EMS

Reports to: Fire Captain or Lieutenant as Assigned

Category: Non-Exempt

Pay Grade: EMT: \$10.74 - \$15.71; Para: \$11.86 - \$17.33

Position Summary:

Under direct supervision, responds to various emergencies to protect life and property; trains in the use of and operates firefighting and rescue equipment. Performs first aid, Emergency Medical Technician, or Paramedic duties as certified. Participates in fire prevention programs, fire code inspections, pre-fire planning, public education programs, hazardous materials response, station and vehicle maintenance, and associated training activities. Work varies requiring individual judgment within prescribed standards and procedures. *Must meet residency requirement of 15 miles from the fire department.*

Tasks:

- Dress with equipment such as fire-resistant clothing and breathing apparatus.
- Respond to fire and medical alarms and other calls for assistance, such as automobile and industrial accidents.
- Lay hose lines and connect them to water supplies.
- Select and attach hose nozzles, depending on fire type, and direct streams of water or chemicals onto fires.
- Clean and maintain stations, equipment and apparatus.
- Create openings in buildings for ventilation or entrance, using axes, chisels, crowbars, electric saws, or core cutters.
- Ensures that the Incident Management System is implemented on emergency responses.
- May serve as Incident Commander.
- As training progresses, on occasion may drive and operate fire and/or ambulance department equipment as required.
- Assists in the suppression of fires and in the protection of life and property.
- May assist in the investigation of fire scenes.

- Participates in continuing and advanced training programs and drills, including rescue and hazardous materials response.
- Participates in continuing education EMS/Medical training as required.
- Assists in performing fire inspections and pre-fire planning.
- Assists in periodic testing of fire pumps, hose, ladders, and other equipment
- Trains and maintains good physical condition.
- On scheduled call back days wears fire department issued pager (ensures that it is operating properly and is turned on) and is subject to call.
- Establishes and maintains effective working relationships with other employees, superiors, other agencies, and the public.
- Deals with the public in a manner that positively promotes the image of the City and handles complaints tactfully.
- Abides by all standards, conduct and policies, as stated in Personnel Policy Manual, and Winfield Fire/EMS SOG and Protocols.
- This job description in no way states or implies that these are the only duties to be performed by this employee. He or she will be required to follow any other instructions and to perform any other duties requested by his or her supervisor."

Skills:

- Active Listening - Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Critical Thinking - Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Coordination - Adjusting actions in relation to others' actions.
- Operation Monitoring - Watching gauges, dials, or other indicators to make sure a machine is working properly.
- Operation and Control - Controlling operations of equipment or systems.
- Monitoring - Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.
- Reading Comprehension - Understanding written sentences and paragraphs in work related documents.
- Equipment Maintenance - Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
- Equipment Selection - Determining the kind of tools and equipment needed to do a job.
- Active Learning - Understanding the implications of new information for both current and future problem solving and decision-making.
- Judgment and Decision Making - Considering the relative costs and benefits of potential actions to choose the most appropriate one.

Attributes:

- Problem Sensitivity - The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.
- Deductive Reasoning - The ability to apply general rules to specific problems to produce answers that make sense.
- Flexibility of Closure - The ability to identify or detect a known pattern (a figure, object, word, or sound) that is hidden in other distracting material.
- Static Strength - The ability to exert maximum muscle force to lift, push, pull, or carry objects.
- Multilimbed Coordination - The ability to coordinate two or more limbs (for example, two arms, two legs, or one leg and one arm) while sitting, standing, or lying down. It does not involve performing the activities while the whole body is in motion.
- Spatial Orientation - The ability to know your location in relation to the environment or to know where other objects are in relation to you.
- Memorization - The ability to remember information such as words, numbers, pictures, and procedures.
- Rate Control - The ability to time your movements or the movement of a piece of equipment in anticipation of changes in the speed and/or direction of a moving object or scene.

- Stamina - The ability to exert yourself physically over long periods of time without getting winded or out of breath.

Experience and Education:

- High school diploma or GED equivalent
- At least 18 years of age
- Possession of a valid State of Kansas driver's license; must obtain a Kansas non-commercial Class B driver's license within 120 days of hiring
- Current Kansas Paramedic certification or current Kansas EMT certification required. Enrolled in an accredited Paramedic program with Paramedic certification within 6 months of hire date is preferred.
- ACLS certified, PALS certified, PHTLS required within 6 months of hire date
- Current national Fire Fighter I certification preferred, and CPAT (Candidate Physical Ability Test) card preferred

Physical Requirements:

- Ability to perform heavy physical work and ability to lift over 100 pounds and to lift and carry 100 pounds.
- Ability to move a person weighing over 200 pounds. Ability to carry hose while wearing breathing apparatus.
- Ability to talk and hear in person, by telephone, and two-way radio.
- Ability to see and read material and instructions and observe events at emergency scenes.

Apply

Apply online at www.winfieldks.org/jobs IN ADDITION YOU MUST COMPLETE THE WONSORE ASSESSMENT TO BE CONSIDERED FOR THIS POSITION: <https://apply.wonscore.io/SVQQGS/Winfield-City-Hall>