



CITY OF JASPER

[www.jasper-ga.us](http://www.jasper-ga.us)

JOB DESCRIPTION

Stacy Johnson

**PLEASE REMIT A COMPLETED APPLICATION, RESUME, AND COVER LETTER TO HR-HUMAN RESOURCES AT [SJOHNSON@JASPER-GA.US](mailto:SJOHNSON@JASPER-GA.US)**

## **A. IDENTIFICATION INFORMATION**

1. **Job Title: FIREFIGHTER/PARAMEDIC**
2. **Department: Fire** **Division: N/A**
3. **FLSA Classification: Non-Exempt** **Pay Grade : 58k (built in OT)**

## **B. INTRODUCTORY STATEMENT**

This position performs fire prevention and suppression, emergency medical service, and rescue activities.

## **C. ESSENTIAL JOB FUNCTIONS**

1. Responds with their company to all alarms of fire or other emergencies assigned to them and assists their team in executing the orders of their superior officers.
2. Off loads necessary equipment and hoses from the truck by hand and organizes the equipment by standard procedures.
3. Connects fire hoses to fire hydrants and pumpers, directs a stream of water or chemicals by holding the nozzle and using appropriate patterns.
4. Enters and ventilates burning buildings, walking or crawling in the building, or by climbing or riding a ladder, or climbing on the structure.
5. Removes persons from danger by leading or carrying them out of the building and taking them to a safe place.
6. Administers appropriate medical care to patients until an EMS transport unit arrives.
7. Moves or covers furniture and other building furnishings to protect and salvage property.
8. Attends a minimum of 208 hours of training classes each year on basic subjects such as math, chemistry, physics and communications; on practical firefighting subjects such as the behavior and movement of fire, methods of movement in burning buildings, firefighting equipment, and ropes and knots; and on fire prevention topics such as servicing fire extinguishers, in order to remain certified.
9. Participates in drills and exercises on climbing ladders, handling hoses, directing the flow of water and chemicals in different patterns and staging controlled burns.
10. Participates in mock fire calls to public institutions such as schools and hospitals.
11. Washes and polishes trucks and other firefighting apparatus; starts truck engines and checks pumps to ensure proper functioning.

12. Maintains and cleans firefighting equipment so the equipment is readily accessible for emergency calls.
13. Cleans around fire hydrants and inspects for needed repairs.
14. Performs other related duties.
15. Performs all other duties as assigned.

#### **D. JOB FACTOR SPECIFICATIONS**

##### 1. Job Requirements

###### a. Knowledge Skills and Abilities

1. Knowledge of firefighting principles and practices.
2. Knowledge of the operating principles of firefighting apparatus and equipment.
3. Knowledge of the procedures for laying, connecting and advancing hose.
4. Knowledge of the standard procedures for maintaining and storing equipment and apparatus.
5. Knowledge of rules, regulations and policies of the Fire Department.
6. Skill in working as a team member in carrying out firefighting procedures.
7. Skill in responding to spontaneous verbal direction efficiently and effectively.
8. Skill in the operation, use and maintenance of standard firefighting equipment.
9. Skill in administering first aid and CPR.
10. Ability to work under stressful situations where there is danger to life and property.
11. Ability to lift and carry weights of over 75 pounds.
12. Ability to enter burning buildings and to work in heat and toxic fumes for long periods of time.
13. Ability to penetrate doors, walls, roofs, etc. with sharp hand tools.
14. Ability to wear and breath in a self-contained breathing apparatus while working.
15. Ability to climb ladders or structures 100 feet high and to work at that height.
16. Ability to remain calm in stressful situations.
17. Ability to pass a medical examination as approved by the GFSTC.
18. Ability to maintain a current Georgia DPH Paramedic Licensure.

##### 2. Responsibility

- a. This position has no supervision over any other employees.

##### 3. Personal Work Relationships

- a. Contacts are typically with co-workers and the general public.
- b. Contacts are typically to exchange information, resolve problems and provide services.

##### 4. Physical Effort and Work Environment

- a. The work is typically performed while intermittently sitting, standing, bending, crouching or stooping. The employee frequently lifts light and heavy objects,

climbs ladders, uses tools or equipment requiring a high degree of dexterity and distinguishes between shades of color.

- b. The work is performed indoors and outdoors. The work requires the use of specialized firefighting equipment, including turnout gear. The employee may be exposed to dust, dirt, grease, toxic chemicals, machinery with moving parts and contagious or infectious diseases
5. Guidelines
    - a. Guidelines include firefighting principles, traffic laws, work safety policies, and city policies and procedures. These guidelines are generally clear and specific, but may require some interpretation in application.
  6. Complexity and Scope of Work
    - a. The work consists of related equipment operation duties. Inclement weather, extreme temperatures and heavy traffic contribute to the complexity of the position.
    - b. The purpose of this position is to perform the overall provision of fire and emergency services to the citizens of the city. Successful performance helps ensure the safety of life and property.
  7. Minimum Qualifications
    - a. High school diploma, or GED.
    - b. Possession of valid Class F Georgia Driver's License.
    - c. Ability to obtain NPQ Firefighter 1 within one year of appointment.
    - d. Current Georgia State Licensed Paramedic.
    - e. Maintain all Requirements of a State of Georgia Certified Firefighter as per OCGA Title 25-4-8
  8. Supervisory Controls
    - a. The supervisor assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy and the nature and propriety of the final results.

**E. APPROVAL SIGNATURES**

**I have read and understand the attached job description for the position of Firefighter/Paramedic with the City of Jasper.**

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Employee (print) Date

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Employee (signature) Date

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Department Head (print) Date

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Department Head (Signature) Date

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