

Job Description

Clarkdale Fire District Reserve Fighter (EMT/CEP)

DEFINITION

The Reserve Firefighter responds to alarms and protects life and property by performing firefighting, emergency medicine, hazard control and other duties as assigned. Maintains fire and emergency medicine equipment, apparatus, and facilities. This position is an “at will”, non-exempt position.

CHARACTERISTICS

This is an entry-level position. Employees at this level are involved in the direct delivery of services of the Fire District at the direction of the Fire Chief or Captain or his/her assigned representative.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Being honest and forthright.
- Works effectively in, and is supportive of, the team environment.
- Maintains positive working relationship with the public, staff and the Board of Directors.
- Responds to emergency calls as dispatched within the District and on mutual aid assignments.
- Provides BLS or ALS and first aid treatment in accordance with Arizona laws, Arizona Department of Health Services rules and regulations, regional protocols and base hospital directions.
- Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment, extinguishments and overhaul.
- Performs salvage operations including throwing salvage covers, sweeping water, and removing debris.
- Writes reports accurately and in a timely manner, documenting incident data, patient assessment and patient treatment.
- Operates radio and other communication equipment.
- Participates in inspections of buildings, hydrants and pre-planning target hazards.
- Performs general maintenance work in the upkeep of the fire and emergency medical equipment, apparatus and facilities.
- Presents programs to public on safety and fire prevention topics.
- Completes District’s minimum required training hours annually.
- Maintains required certifications in fire and emergency medicine.

MINIMUM QUALIFICATIONS:

- Be 18 years of age or older.
- Have a high school diploma or equivalent.
- Must possess a valid Arizona State driver’s license and have a satisfactory driving record.
- Be legally eligible to be employed in the United States.
- Meet insurability requirements of the District’s insurance carrier.
- Live within the Verde Valley or Sedona area including Cottonwood, Clarkdale, Jerome, Camp Verde, Lake Montezuma, Rimrock, and Oak Creek Canyon.
- Must be able to read, write and speak the English language.
- Meet Clarkdale Fire District physical standards.
- Have the following certifications:
 - State Certified Firefighter 1&2.

- Arizona EMT or CEP.
- Haz-Mat Operations.

KNOWLEDGE, SKILLS AND ABILITIES:

- Working knowledge of...
 - fire suppression and prevention principles
 - emergency medical and rescue techniques and their applications
 - computers and basic software programs, i.e. Microsoft Word, Excel, etc.
- Ability to...
 - apply standard firefighting and emergency medical techniques
 - follow verbal and written instructions
 - handle the arduous physical requirements of the job under stressful and adverse conditions
 - take effective decisive action under stressful and adverse conditions
 - effectively communicate in both written and verbal format

PHYSICAL DEMANDS:

The physical demands described are representative of those that must be met by all personnel to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with qualifying disabilities to perform the essential functions. While performing the duties of this job, personnel are frequently required to stand, sit, walk, talk, hear, use hands to the finger, handle or operate objects, tools or controls, and reach with hands and arms. Personnel are frequently required to climb or balance, stoop, kneel, crouch, crawl, and smell. Personnel must be able to frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 150 pounds. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those personnel encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work is performed in an office, vehicle or outdoor setting in all weather conditions, including temperature extremes. Work is often performed in emergency and stressful situations. Personnel are exposed to sirens and hazards associated with fighting fires and rendering emergency medical assistance, including infectious substances, smoke, noxious odors, chemicals, solvents and oils. Personnel occasionally work near moving mechanical parts and in high, precarious places and are occasionally exposed to wet and/or humid conditions, airborne particles, toxic or caustic chemicals, radiation, risk of electrical shock and vibration. The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be extreme.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and member and is subject to change by the employer as the needs of the employer and requirements of the job change.