

Clearcreek Fire District

Firefighter/EMT Job Description

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

Job Title	Firefighter/EMT
Reports to	Fire Lieutenant(s)

Job Purpose

A Firefighter/EMT is expected to:

- Operate and maintain Fire District equipment;
- Suppress fires and participate in fire prevention activities;
- Provide emergency care to the sick and injured;
- Assist in extricating trapped accident victims;
- Respond to calls for service; and
- Use creativity, innovation, and fiscal responsibility to provide quality service.

Essential Job Duties and Responsibilities

- Responds to fire, rescue, emergency medical, and other calls for service requests;
- Provides basic prehospital care to the sick and injured;
- Professionally and tactfully responds to requests from the public in both emergency and non-emergency situations;
- Proficiently operates all equipment carried on apparatus;
- Properly maintains and utilizes assigned personal protective equipment (*PPE*) according to Fire District policies and procedures;
- Maintains proficiency of the geographical response of the Fire District;
- Inspects buildings for fire and other hazards, composes necessary reports, and obtains compliance or refers the violation for further action;
- Participates in the Fire District's fire and life safety programs.
- Participates in daily, monthly, quarterly, and annual testing of fire apparatus and equipment;
- Conducts, organizes, and implements the Fire District's Maintenance Programs;
- Responsible for training courses including Firefighter 2, EMT, C.P.R, Fire Apparatus Operations, Aerial Tower Operations, Drivers Training, and other specialty programs;
- Maintains accurate records and reports;
- Inspects, tests, and services fire hydrants, hose, ladders, apparatus, and other equipment of the Fire District;
- Participates in training programs, drills, and lectures;
- Operates all fire district apparatuses and equipment;
- Utilizes Fire District computer equipment to submit and maintain fire reports, EMS reports, inspection reports, scheduling, and specialized projects;
- Responsible for all reports being completed and submitted/entered in the computer system for data collection within the duty tour (*24 hours*);
- Participates in the CCFD Physical Fitness/Wellness Program; and
- Performs other Fire District functions as directed by the Fire Chief.

Qualifications

- High school diploma or the equivalent;
- Valid state driver's license;
- Certification as an Ohio Firefighter 2;
- Certification as an Ohio EMT;
- Certification as an Ohio Fire Safety Inspector is preferred;
- Ability to obtain Fire District certification/approval to operate and drive all Fire District equipment and apparatus;
- Pass the Greater Miami Valley EMS Council Standing Orders test and be able to operate as an EMT;
- Ability to work under stress and use good judgement in emergency situations;
- Must maintain all certifications and qualifications;
- Ability to make quick, competent decisions with confidence;
- Possess extensive knowledge of fire behavior, fire chemistry, and building construction;
- Ability to use various reference books regarding building and fire codes, administrative requirements, etc.;
- Honest, punctual, and have integrity; and
- Must have reliable transportation.

Approved by:	
Date approved:	
Reviewed:	

This job description does not constitute an employment agreement between Clearcreek Township and the employee and is subject to change by the employer as the employer's needs and the requirements of the job change. This job description and listing of essential functions are intended as a snapshot of this position at this particular point in time and, as such, may change from time to time. It is an attempt to outline essential functions, but is not necessarily inclusive of all essential functions. We recognize the importance of not discriminating on the basis of disability and will make a good faith effort on an individual basis to accommodate people with disabilities. We are an Equal Employment Opportunity Employer.