

**Town of Sturbridge
Job Description**

Job Title: Firefighter/Paramedic
Department: Fire
Reports To: Fire Lieutenant
FLSA Status: Exempt
Prepared By: John A. Grasso
Prepared Date: January 2023
Approved By: Personnel Committee
Approved Date: February 15, 2023
Approved By: Board of Selectmen
Approved Date: February 21, 2023
Grade: 9

Scope:

The Firefighter/Paramedic is a dual role member of the department having advanced emergency medical care responsibilities in addition to firefighting duties. Depending on the nature of the emergency these personnel provide basic and advanced life support, perform extrication and rescue and are responsible for combating, extinguishing and preventing fires, and the saving of life and property. A Firefighter/Paramedic is responsible for rapidly and efficiently performing various duties under emergency conditions frequently involving considerable hazard.

This position is technical and skilled in nature, and requires the ability to interact with patients, independently assess and treat medical emergencies, follow established advanced treatment protocols, supervise patient care, and document findings and events for the patients' medical record. Work is often carried out under stressful conditions in the presence of contagious disease, environmental, chemical, or physical violence hazards.

The Firefighter/Paramedic's work includes routine duties in the maintenance of firefighting equipment and fire department property. This individual is responsible for carrying out the specific orders and directions as received from a superior officer in the normal course of maintenance duties and in firefighting. Considerable independence of judgment and action is allowed in circumstances of extreme urgency where referral to a supervisor for instruction is not possible.

General:

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this position. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- a. Responds to fire alarms, deploys and connects hoselines, holds nozzles and directs water streams, raises and climbs ladders, uses chemical extinguishers, forcible entry tools, axes, power saws and other firefighting type equipment.
- b. Ventilates fire to release heat and smoke, places salvage covers to prevent water damage and prevents fire from rekindling.
- c. As assigned, drives and operates motorized firefighting equipment.
- d. As assigned, receives and records telephone fire alarms and other emergency calls and assists in dispatching proper apparatus and equipment.
- e. Performs various maintenance tasks on apparatus, equipment and station fixtures.

- f. When assigned, and under the supervision of qualified personnel, performs routine fire inspections or follow up inspections, and related clerical duties as required.
- g. Performs public education duties or related work as required.
- h. Performs necessary basic and advanced life support on sick, injured, or convalescent persons at the sites of emergencies or en-route to hospitals or other medical facilities. Patient care may include: hemorrhage control and treatment for shock, intravenous therapy, medication administration, electrocardiogram interpretation, manual external defibrillation or synchronized cardioversion, transcutaneous pacing, cardiopulmonary resuscitation, airway maintenance via endotracheal intubation or cricothyroidotomy, and fracture stabilization and pain control.
- i. Records event information including patient condition, patient history, treatments, vital signs, and scene observations.
- j. Observes established basic and advanced medical protocols as set forth by the Department of Public Health Office of Emergency Medical Services
- k. Maintains appropriate paperwork, in regards to controlled substances and stocking of the emergency vehicle.
- l. May operate emergency vehicles en-route to emergencies and during patient transport to the hospital.
- m. Any such duties that may from time to time be prescribed by the administration.

Required Knowledge, Skills and Abilities:

- a. Training and certification as Firefighter I/II.
- b. Training in advanced emergency medical procedures in addition to EMT-Paramedic curricula (i.e. ACLS, PALS).
- c. Training in patient assessment techniques.
- d. Knowledge of symptoms of medical emergencies and of appropriate responses to such conditions.
- e. Ability to evaluate patients' conditions and properly render emergency medical care including administration of emergency medications.
- f. Ability to establish and maintain effective work relationships with medical directors, superiors, other employees, and the public.
- g. Thorough knowledge of the operation of all apparatus and equipment and methods used in combating, extinguishing and preventing fires and rescue work.

- h. Knowledge of fire department rules and regulations.
- i. Knowledge of the maintenance of equipment.
- j. Knowledge of building construction and related codes, electric power codes, hydraulics and the locations of hazardous occupancies in the municipality.
- k. Mechanical aptitude.
- l. Knowledge of water systems and hydrant locations.
- m. Agility and strength to do prolonged and arduous work under adverse conditions.
- n. Ability to react quickly and remain calm under stress and strain.
- o. Ability to understand and follow oral and written instructions.
- p. Skill in the operation of all firefighting and rescue equipment including motor vehicles.
- q. Interest and willingness to assist in community efforts throughout the municipality.
- r. Ability to respond quickly and effectively in emergency situations.
- s. Ability to communicate effectively, orally and in writing.