

TOWN OF CORTE MADERA
FIRE ENGINEER/PARAMEDIC

DEFINITION

Under general supervision, to provide emergency medical technician paramedic services including pre-hospital mobile emergency medical care; to respond to fire and other emergency situations and participate in firefighting and rescue operations; to perform fire prevention, inspection and related activities.

DISTINGUISHING CHARACTERISTICS

This class functions at a journey level within the firefighting class series and functions within a framework of standard policies and procedures. In addition to skills and knowledge associated with fire prevention and suppression activities, employees must possess specialized knowledge and skills relating to advanced life support. This job class is distinguished from the next higher in the series which assumes day-to-day supervision for an assigned fire station, schedules and assigns work of employees, and is responsible for overseeing maintenance and operation of the station and equipment.

SUPERVISION EXERCISED

May instruct and assist apprentice and volunteer staff as an ancillary function of the job.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Paramedic Duties:

Respond to emergency medical calls for services in a timely and safe manner.

Perform patient assessment and provide basic to advanced life support at the scene of an emergency including rescue, first aid, resuscitation, cardiopulmonary resuscitation, defibrillation, control of bleeding, application of splints, administration of medications, fluids, and narcotics, and assistance in childbirth.

Ensure that emergency medical equipment, tools, and apparatus are regularly maintained, inspected and kept in good operating condition; exercise control over emergency medical supplies, through the utilization of proper inventory procedures; monitor shelf life of all medical supplies.

Exercise control over fire suppression personnel in the application of emergency medical procedures and treatment approaches to ensure that patients receive proper treatment.

Fulfill continuing education and continuing service requirements for emergency medical technician paramedics; maintain skills in operation of appropriate emergency medical equipment and application of guidelines.

Maintain communication with designated medical facilities to relay information on signs and symptoms of the patient; carry out orders of medical staff in calculation and administration of medications, intravenous solutions and related emergency therapy techniques.

Extricate victims from entrapment.

Firefighting Duties

Respond to fire and other emergency alarms.

Select route to be taken to the fire or emergency scene; drive and position fire apparatus and other fire vehicles in proper location for efficient operation.

Operate fire pumping engines and other fire suppression and rescue equipment.

Lay hose line and assist in operating nozzles and directing stream of water on the fire; make forcible entry into buildings as necessary.

Perform emergency rescue operations; operate resuscitator and administer first aid and CPR.

Ventilate buildings and assist in overhaul, salvage, and cleanup operations as directed.

Clean and wash fire trucks and equipment.

Perform fire inspection work in the enforcement of all ordinances, laws, and codes pertaining to fire prevention.

Perform assignments and functions in fire related areas as assigned such as CPR, hazardous materials, arson investigation, fire prevention, weed abatement, hydrant maintenance, training activities and/or public education programs.

Participate in public education programs regarding, but not limited to, presentations to schools, service clubs, or other public gatherings, on disaster preparedness, including, but not limited to CERT, emergency medical services, and fire and burn prevention as required; assist in conducting school fire drills; promotes fire and burn prevention on an ongoing basis.

Perform the preparation and maintenance of a variety of records and logs related to station/shift operations and activities; prepare detailed reports.

Participate in the maintenance and upkeep of fire apparatus, trucks, and equipment; ensure equipment is maintained in safe and proper operating condition..

Assist in training of volunteer and probationary personnel.

Act as an information source to residents, businesses, department and Town staff, developers and contractors; inspect businesses for compliance with fire codes.

Participate on a variety of meetings; stay abreast of new trends and innovations in the field of fire services.

OTHER JOB RELATED DUTIES

Answer telephones and finds recipient of calls; take messages as necessary.

Perform related duties and responsibilities as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Operational characteristics, services, and activities of a comprehensive fire prevention and suppression program.

Building and fire codes, zoning ordinances and statutes and current EMS laws and ordinances.

Principles and procedures pertaining to firefighting tactics and strategy including fire behavior and arson investigation.

Recent developments and sources of information related to Emergency Services matters.

Operation, maintenance and uses of firefighting apparatus and equipment.

Principles of combustion as related to various types of building and construction materials.

Basic and Advanced Life Support.

Procedures for managing soft tissue and musculoskeletal injuries and providing emergency cardiovascular care.

Skill to:

Operate modern office equipment including computer equipment.

Ability to:

Perform patient assessment and provide life support, assistance in childbirth, or management of injuries.

Provide care to victims in a state of shock or emotional disturbance.

Administer drugs.

Enforce departmental rules and regulations and established laws, codes, and ordinances pertaining to fire suppression/prevention operations.

Maintain and enforce confidentiality related to the privacy of, and access to, patient health information in accordance with the Federal Health Insurance Portability and Accountability Act (HIPAA).

Learn, apply, and maintain current knowledge of departmental rules, regulations, policies, and procedures pertaining to fire suppression, rescue and prevention operations.

Learn location and servicing of fire hydrants.

Learn layout and geography of the Town.

Operate and maintain EMS and fire apparatus and equipment in a safe and proper manner.

Perform routine building and grounds maintenance at assigned fire station.

Identify and respond to community issues, concerns, and needs.

Conduct thorough investigations and prepare clear and concise reports.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Experience and Training Guidelines:

Any combination of experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

One year of progressively responsible Fire Services experience.

Training:

A high school diploma or equivalent and some vocational course work in fire science or a related field.

License or Certificate:

Requires certification as a Firefighter I.

Requires State of California Paramedic Certification.

Must be certified in Advance Cardiac Life Support.

Requires possession and maintenance of a Class B California Driver's license.

Requires possession and maintenance of an EMPT Certificate issued by the County of Marin.

Special Requirements:

Essential duties require the following physical skills and work environment:

Ability to think and act quickly in emergencies; effectively deal with personal danger; maintain physical condition appropriate to the performance of assigned duties and responsibilities including running, walking, crouching or crawling during emergency operations, moving equipment and injured/deceased persons, climbing stairs/ladders, performing life-saving and rescue procedures, operating equipment and vehicles; maintain effective audio-visual discrimination and perception needed for making observations and communicating with others.

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