



**CITY OF SPRINGDALE**  
Position Description

**POSITION TITLE: Firefighter-Paramedic**

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Exempt (Y/N): No

DEPARTMENT: Fire

DATE PREPARED: July, 2012

SUPERVISOR: Captain

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**SUMMARY**

The purpose of this position is to provide basic and advanced live support to injured citizens. Trained to respond to emergency situations involving fire, medical emergencies, hazardous materials or special rescues, and to provide support for fire prevention efforts. This position is responsible to perform job duties in an accurate manner in order to protect the life and property of the citizens of the City of Springdale.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

1. Provide medical treatment and transport for injured citizens.
2. Ensure proper supplies are available and ambulance is service ready.
3. Give medical reports to emergency room.
4. Administer drugs to patients as needed.
5. Emergency response for fire suppression, EMS, Hazmat, and other forms of special rescues.
6. Provide fire suppression in all types of fire situations.
7. Perform search and rescue operations at fires to locate and remove victims.
8. Perform ventilation operations at fires to remove smoke and heat from structures.
9. Participate in training classes and drills to maintain and enhance fire fighting and EMS skills.
10. Public education and fire safety education with children, adults and schools.

11. Clean and maintain station and equipment.
12. Personal, company and department training.
13. Regularly participates in either group or self-directed physical fitness activities during duty hours.
14. Conduct pre-fire plans and inspections with local businesses and establishments.
15. Back-up driver.
16. Assist Driver/Operator with truck and equipment checks daily and perform hose and pump testing annually.
17. Perform recordkeeping.
18. Perform other related duties as required or assigned.

**Budget Responsibility:** \$ Up to \$10,000 Annual dollars  
**Facilities and Equipment Responsibility:** \$ 400,000 Total value

#### **EDUCATION AND EXPERIENCE**

Associate's degree (A.A.) from two year college or technical and three years of related experience and/or training; or equivalent combination of education and experience and a minimum of 12-18 months of management experience.

#### **LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

#### **MATHEMATICAL SKILLS**

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

#### **REASONING ABILITY**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

#### **CERTIFICATES, LICENSES, REGISTRATIONS**

Must possess a valid Driver's License, Firefighter I & II Standards Certificate, Arkansas EMT/Paramedic License, Hazardous Material Operations Level, CPR, NIMS ICS 100 and 700 Certificate and ACLS/PHTLS/PALS certificates.

## **INTERNAL COMMUNICATIONS**

Regular contacts within the department and with other departments as needed.

## **EXTERNAL COMMUNICATIONS**

Regular contacts with citizens, business owners, local law enforcement, outside representatives, community groups as needed.

## **USE OF EQUIPMENT AND/OR COMPUTERS**

Regular use of specialized life-saving and sustaining equipment, standard firefighting and emergency response equipment.

## **OTHER SKILLS AND ABILITIES**

Ability to utilize both internal and external resources to obtain information and data necessary to carry out routine assignments and special projects. Must have ability to establish and maintain effective working relationships with management and staff.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions and expectations.

While performing the functions of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand, walk, and sit. The employee is occasionally required to use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the functions of this job, the employee is occasionally exposed to wet/and or humid conditions, moving mechanical parts; high, precarious places, fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; extreme cold; extreme heat; risk of electrical shock; works with explosives; risk of radiation; and risk of vibration.

The noise level in the work environment is usually loud.