

## **TOWN OF MANCHESTER POSITION GUIDE**

**Title:** Firefighter/Paramedic  
**Department:** Fire  
**Reports to:** Fire Chief

### **NATURE OF WORK**

As Paramedic, performs a variety of duties in response to medical and psychiatric emergencies. As Firefighter, is involved in the control and extinguishing of fires; protection of life and property; maintenance of Fire Department and Paramedic buildings, quarters, and equipment and related work as required. Medical supervision is received from the Chief Emergency Room Physician or his designee while administrative supervision and firefighting supervision is provided by the Fire Chief - Town of Manchester Fire Department.

### **ESSENTIAL JOB FUNCTIONS**

In response to medical and psychiatric emergencies, performs a variety of paramedic-related tasks including taking patient's vital signs and assessing patient's condition; receives instructions via radio or telephone communication from the Hospital Emergency Room regarding patient's condition and may accompany patient in ambulance or transport patients when necessary.

Following standard protocol and/or physician's direction, performs endotracheal and/or esophageal intubation, cardiopulmonary resuscitation, application of anti-shock garment, fluid administration through IV techniques, cardiac defibrillation; monitors, interprets and relays EKG's; administers medication including controlled substances; performs other medical procedures consistent with training and certification.

Uses appropriate medical devices which could include EKG's, defibrillators, etc., and maintains EMS records.

Provides training in Emergency Medical Services for both community and Town personnel and is required to become a certified EMS instructor.

Responds to a fire alarm or other related fire emergencies, lays and connects hose lines, holds nozzles, turns water on and off and directs stream to control or extinguish fire; climbs ladders, uses chemical extinguishers; makes openings in buildings for purpose of ventilation and entrance; protects property from damage by water, cleans up premises and salvages property.

Administers first aid treatment; assists in rescue work in various emergencies.

Drives and operates motor-driven equipment including fire trucks, EMS vehicles, automobiles, supply trucks and pumps.

Serves on floor watch; maintains station's clerical records, does related work as required.

Makes inspections of buildings for fire hazards and compliance with fire prevention ordinances; participates in fire training drills and courses; performs assigned duties in maintain apparatus, signal systems, quarters, buildings, equipment and grounds; cleans and polishes and oils and lubricates equipment.

### **OTHER JOB FUNCTIONS**

Serves on special duty at public gatherings. Makes minor equipment repairs-has considerable mechanical aptitude. Performs related work as required.

### **DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS**

Knowledge of emergency medical techniques. Ability to perform in stressful situations; considerable agility and sufficient physical strength to perform prolonged and arduous work under adverse conditions. Ability to

## **Firefighter/Paramedic Continued**

learn firefighting techniques in the operation of various firefighting tools and appliances. Ability to establish and maintain cooperative working relationships with fellow employees and the public.

### **PHYSICAL AND MENTAL EFFORT/ENVIRONMENT AND WORKING CONDITION**

Must be mobile, able to sit and/or stand for long periods, and remain in uncomfortable positions for long periods. Must be able to push, pull or lift objects weighing more than 100 pounds. Must be able to perform tasks which require gross body coordination such as stooping; hand-eye coordination such as shifting gears on a vehicle; and arm-hand steadiness such as climbing a ladder. Must be able to see objects far away in order to drive, closely in order to read, and discriminate colors as in house color or warning lights. Must be able to hear normal sounds with some background noise, distinguish sound as voice patterns, and communicate through human speech, as in using a telephone. Must be able to concentrate on fine detail with constant interruption, attend to task for more than 60 minutes at a time, remember assignments over long periods of time, and understand the theories behind several related concepts. May be exposed to: blood, body tissues or fluids; hazardous chemicals or waste material; high, low or fluctuating temperatures, high humidity or wetness, and seasonal outside weather conditions; grease, oil and dust; radiation, toxins, cytotoxins or poisonous substances; bodily injuries, burns, loud or unpleasant noises, electrical hazards; electro-magnetic radiation. Must possess ability to get along with co-workers, supervisors, customers and the public at large.

Must be cleared to wear respirator as established by OSHA guidelines.

### **MINIMUM TRAINING AND EXPERIENCE**

Graduation from a standard high school or technical school or an equivalent education as certified by the State Board of Education. Candidates must possess some mechanical aptitude and have the ability to work with mechanical-related tools or other mechanical equipment. Experience in firefighting, fire prevention and Emergency Medical Technician work or an Associate's Degree in Fire Science is desirable. Applicants **MUST BE CERTIFIED AS A PARAMEDIC** by the Office of Emergency Medical Services in Connecticut or be eligible to transfer an out-of-state Paramedic certification to Connecticut or be eligible to be certified as a Paramedic in Connecticut prior to appointment to the position. Employees must maintain the necessary certification while assigned as a Firefighter with Paramedic responsibilities.

### **RESIDENCE REQUIREMENT**

Refer to union contract for residency language.

### **MINIMUM TERM OF DUTY AS A FIREFIGHTER/PARAMEDIC**

Those who are hired or assigned to be Firefighters with Paramedic responsibilities shall remain in that assignment for at least ten (10) years from date of appointment per contract unless reassigned by the Fire Chief. Employees wishing to be relieved from the Firefighter with Paramedic responsibilities position after the tenth year, must provide the Fire Chief with a written notice in January of their tenth year. Those who desire to be reassigned after that date must provide the Fire Chief with six (6) months' written notice.

*(THE ABOVE DESCRIPTION IS ILLUSTRATIVE. IT IS INTENDED AS A GUIDE FOR PERSONNEL ACTIONS AND MUST NOT BE TAKEN AS A COMPLETE ITEMIZING OF ALL FACETS OF ANY JOB.)*