



Town of Gray Fire Rescue

Job Classification Description

Per-Diem Firefighter/EMT

Supervision

This position works under the guidance of the Department Chief or the Officer in charge.

General Description of Duties

This position performs skilled firefighting and EMS duties. This is skilled work in the scope of Public Safety services and in the operation and maintenance of department equipment, apparatus and stations. Employees of this class are responsible for a variety of Fire/EMS related activities including but not limited to; answering calls for emergency services, operating emergency apparatus and equipment; maintaining PPE; and administrative duties.

Specific Duties and Responsibilities

- Utilizes and maintains Fire/EMS related equipment and gear.
- Rescues victims from vehicles, drowning, crashes, fire, and other harmful conditions.
- Performs assessments, patient care, and transports to area hospitals.
- Responds to all fire and EMS calls as assigned.
- Utilizes self - contained breathing apparatus and PPE as necessary to create a safe working environment.
- Communicates with dispatch, law enforcement department officers and related personnel for the accurate and efficient dissemination of information.
- Performs duties at the assigned station i.e., cleaning and maintaining Public Safety facilities and equipment.
- Must drive and operate apparatus and be qualified under the Department Driver Testing Program for all vehicles.
- Will perform and assist with inspections, pre plans, and community development planning.
- Must maintain required license/certification levels.
- Assists administration with specific assigned duties such as answering phones, entering data, and reports.
- Maintains and implements a positive work environment with department staff, supervisors, and the public.
- Participates in public education and department activities.
- Participates in training activities as mandated.
- Performs related duties as directed by Department Officers.

Minimum Training and Experience

- High School graduate or equivalent.
- Must be at least 18 years of age.
- Annual mandatory training requirements as set forth by GFR.

Certifications and licenses

- Must hold current and valid Maine State driver's license.
- Current CPR Certification
- FF I & II
- EMT- Basic (preferred)
- Current AVOC / EVOC
- Hazmat Ops

Required Knowledge, Skills & Abilities

- Has knowledge and experience in firefighting, firefighting equipment, methods and techniques, and fire prevention methods, generally accomplished through department training and as outlined by the MBLs.
- Basic knowledge of street layout and addressing system.
- Basic knowledge of current principles of fire / rescue procedures and department SOGs.
- Must have the ability to deal diplomatically with irate, violent, or frantic individuals.
- Must have the ability to react quickly and calmly in emergency situations.
- Must have the ability to understand and follow written and oral instructions.
- Must have the ability to clearly communicate information both verbally and in writing.
- Must have the ability to establish and maintain effective working relationships with departmental staff, supervisors and the public.

Physical requirements

- Maintain physical readiness required to perform firefighting / EMS duties.
- Emergency tasks and training involve the performance of physically demanding work, and may involve the lifting, carrying, pushing, and/or pulling of heavy objects, materials, and persons. (20 – 150 lbs.). Lifting may be assisted by other personnel if available. Firefighters in this class must be able to work in adverse conditions and extreme weather. Firefighters must have the ability to climb and perform difficult tasks while wearing Structural PPE including SCBA.

Probationary Period:

Employees hired for this position will be required to serve a probationary period of one (1) year, during which time performance will be carefully evaluated. Written evaluations shall be done by the Fire Chief or his designee at a minimum of once every three (3) months during the probationary period.

Employee: _____

I have received, reviewed and understand the above position description for Per-Diem firefighter/EMT. I agree with this description in its entirety. I further understand and agree with the specifications of the probationary period.

Signature

Fire Chief

Date

Rev. 5/22/2020 kee

Rev. 3/11/2020 kee

Rev. 8/18/2016 kee