

CITY OF FRANKLIN
Job Description

Job Title: Probationary Firefighter/EMT

Department: Fire

Appointing Authority: Fire Chief/Fire & Police Commission

Reports To: Battalion Chief

Salary Level: Per Collective Bargaining Agreement

Prepared By: Adam J. Remington, Fire Chief

Prepared Date: November XX, 2023

Approved By: **Common Council**

Approved Date: **January 3, 2024**

Summary:

Under the general direction of the Battalion Chief, the Probationary Firefighter/EMT protects life and property by performing firefighting, providing emergency medical care and treatment, hazardous materials, and fire prevention duties; and maintains fire equipment, apparatus, and facilities.

The Purpose of the Probationary Firefighter Position is to function as a recruitment tool and career development pathway that would allow an employee to begin employment as an EMT and complete paramedic education while employed in a full-time capacity by the Franklin Fire Department.

Application Requirements:

- State of Wisconsin (WI) Firefighter I
- Valid WI EMT License or National Registry
- Must be actively enrolled in an accredited Paramedic training program, with an expected completion date of less than one year (12 Months) from date of hire.
- Must have valid Candidate Physical Ability Test (CPAT) at time of appointment
- Must obtain WI Firefighter II within 18 months of date of hire.

Term of Probationary Period:

Probationary period will a minimum of 18 months from date of hire. Probationary period may be extended at the discretion of the Fire Chief, and the Department may extend deadlines for obtaining benchmarks on a case-by-case basis for individuals demonstrating adequate progress toward requirement objectives.

Essential Duties and Responsibilities:

Perform firefighting activities including operating pumps and related equipment; laying hose; and performing fire combat, containment and extinguishment tasks.

Perform emergency medical care and transport as a licensed EMT-Basic while training as a Paramedic, to the standards established by the Department, the Milwaukee County EMS Medical Director, and the State of Wisconsin.

Participate in fire drills, attend classes in firefighting, emergency medical care and treatment, hazardous materials response, and a variety of related subjects.

Receive and relay fire calls and alarms. Operate radio and other communications equipment.

Participate in the inspection of buildings, hydrants, and other structures as required by in State Statutes and Department community safety initiatives.

Maintain fire equipment, apparatus and facilities. Perform minor repairs to departmental equipment.

Perform general maintenance work in the upkeep of fire facilities and equipment; clean and wash walls and floors; care for grounds around station; make minor repairs; wash, hang and dry hose; wash, clean, polish, maintain and test apparatus and equipment.

Must meet all department requirements for training.

Assist in developing plans for special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, hazardous materials, and emergency aid activities.

Present programs to the community on safety, First Aid, CPR/AED, Stop-the-Bleed, fire prevention, and other topics as assigned.

Perform salvage operations such as throwing salvage covers, sweeping water, and removing debris.

Assists in department administrative activities as assigned.

Other duties as assigned by supervisors.

Minimum Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education, Experience, and Licensure:

Must be 18 years old and possess a valid WI Driver's License.

High School Diploma or Equivalent.

State of Wisconsin Firefighter I

Wisconsin state licensed EMT-B or current NREMT.

Ability to learn the operation of fire suppression and other emergency services response equipment.

Ability to perform strenuous or peak physical activity during emergency, training or station maintenance activities for prolonged periods of time and under conditions of extreme heights, intense heat, cold or smoke.

Ability to perform in team-based activities and in a frequently stressful environment.

Language Skills:

Ability to follow verbal and written instructions.

Ability to effectively communicate in writing and verbally.

Reasoning Ability:

Ability to learn to apply standard fire fighting, emergency aid, hazardous materials, and fire prevention techniques.

Ability to act effectively in emergency and stressful situations.

Ability to make independent judgements which have considerable impacts on the organization.

Tools and Equipment Used:

Personal computer, laptop computer, tablet, fax machine; cell phone; measuring devices; camera; power tools; hand tools; chainsaws; shovels; brooms; ladders; exhaust fans; automobile; fire apparatus; ambulance; patient restraints; first aid

equipment; oxygen; environmental meters and other electronic test equipment; general medical equipment; patient lifting devices; breathing apparatus; steel-tip boots; hearing and eye protection; structural firefighting turnout gear.

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.

Must successfully pass medical exam consistent with NFPA 1582 prior to hire date.

While performing the duties of this job, the employee is frequently required to stand; walk; use hands and fingers to feel, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb and balance; stoop, kneel, crouch, and crawl; talk and hear; and taste and smell.

The employee must frequently lift and/or move up to ten pounds and occasionally lift and/or move up to 130 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the 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 duties of this job, the employee regularly works in outdoor weather conditions including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. Individuals are exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils. The noise level in the work environment is usually moderate, except during certain firefighting activities when noise levels may be high.

Job Responsibilities Related to Patient Privacy:

It is expected to protect the privacy of all patient information in accordance with the City of Franklin Fire Department's privacy policies, procedures, and practices, as required by federal [and state] law, and in accordance with general principles of professionalism as a health care provider. Failure to comply with The City of Franklin Fire Department's policies and procedures on patient privacy may result in disciplinary action up to and including termination of employment.

The Probationary Firefighter/EMT may access protected health information and other patient information only to the extent that is necessary to complete their job duties. The Firefighter/EMT may only share such information with those who have a need to know specific patient information you have in your possession to complete their job responsibilities related to treatment, payment or other Fire department operations.

The Probationary Firefighter/EMT is encouraged and expected to report, without the threat of retaliation, any concerns regarding The City of Franklin Fire Department's policies and procedures on patient privacy and any observed practices in violation of that policy to the designated Privacy Officer.

Disclaimer:

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.