



**Job Description: Firefighter/EMT I**

Approved:

Date: 7/01/2018

The Firefighter / Emergency Medical Technician (EMT) I renders appropriate pre-hospital patient care, operates EMS units, performs fire suppression activities (in accordance with the West Virginia State Fire Commission policy on Fire Prevention Units) in Jefferson County and performs various station duties and assignments.

**Qualifications**

To be eligible for initial or continued employment in this position one must:

- Be at least twenty-one (21) years of age
- Possess a valid Driver's License
- Meet the EMS Personnel Requirements set forth in WV §64 CSR 48
- Possess a current WV Emergency Medical Technician (EMT) certification, or National Registry EMT certification and be able to obtain WV certification within 90 days of offer acceptance
- Successfully complete the Jefferson County EMS provider Internship Program within 90 days of hire or obtaining WV EMS certification, whichever is later
- Successfully complete the following training as evidenced by a completion certificate or transcript. Fire service courses must be accredited or accepted by the WV State Fire Commission. EMS courses must be accredited or accepted by the West Virginia Office of Emergency Medical Services.
  - Emergency Vehicle Operators Course
  - Hazardous Materials Awareness
  - WV MCI I & II
  - Unexpired CPR certification
  - Firefighter I\*
  - Firefighter II\* or Vehicle and Machinery Rescue I\*.

\* The agency may hire individuals who have not completed Firefighter I, Firefighter II, and/or Vehicle and Machinery Rescue I, at the discretion of the Director, with the understanding that such individuals will be required to successfully complete this training, as evidenced by a completion certificate or transcript from a WV accredited institution within one year. Those who fail to complete this training within one year of hire will be dismissed, at the discretion of the Director, in the absence of extraordinary and extenuating circumstances. Until the employee has obtained the required training, the employee is not permitted to function as a firefighter or enter an IDLH atmosphere. They may assist in exterior support operations at the discretion of the incident commander.



Failure to maintain the required qualifications throughout employment will result in termination.

## Responsibilities

It is the responsibility of the Firefighter / EMT I to:

- Assess and examine patients and perform appropriate interventions within the EMT scope of practice and in accordance with WVOEMS Protocols and online medical direction
- Always follow infection control best-practices
- Complete documentation in accordance with the expectations of the Medical Director
- Operate the EMS unit safely and efficiently in accordance with West Virginia State law and JCESA policy and guidelines
- Ensure the units/apparatus are clean, re-stocked, and ready to respond at all times
- Perform daily, weekly, and monthly inventories as directed
- Develop and maintain knowledge of the primary area in which he/she will be responding
- Perform fire suppression activities as directed by the chief of the assigned fire station and in accordance with the West Virginia Fire Prevention Unit Policy\*
- Complete station duties and daily activities
- Perform other duties as assigned by an officer.

## Additional Position Attributes:

- **Status:** Hourly
- **Compensation:** Compensation is determined by position and years of service, as illustrated in the JCESA Pay Table.
- **Location and Hours of Work:** Hours and days of work will vary. Assignment location and scheduled hours are subject to change at any time for any reason at the discretion of the Captain.