



Firefighter / Paramedic Job Description

Approved:

Director Ronnie J. Pugh

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The Firefighter / Paramedic has full control of and responsibility to render appropriate patient care and operates EMS units in Jefferson County as needed as well as performing various station duties and assignments. The Firefighter / Paramedic is expected to function as a Firefighter per the guidelines set forth by the West Virginia State Fire Commission for Fire Prevention Units.

Qualifications

To be eligible for initial or continued appointment to the position of Firefighter / Paramedic one must:

- Meet the EMS Personnel Requirements set forth in WV §64 CSR 48;
- Must have at least two years' experience as a paramedic provider prior to employment;
- Be at least twenty-one (21) years of age;
- Possess a current WV Paramedic or WV Emergency Medical Technician - Paramedic (EMT-P) certification, or ability to obtain within 60 days;
- Demonstrate successful completion of a Hazardous Materials class at the Awareness level or higher;
- Demonstrate successful completion of a WV MCI I & II course;
- Possess a current CPR certification;
- Successfully complete the Jefferson County Preceptorship Program within 90 days of hire/certification; and
- Possess a valid Driver's License for the entire duration of employment.
- Any member of Jefferson County's Fire Prevention Unit (JCESA) must complete & pass Firefighter 1, Hazardous Material Awareness, must have Vehicle and Machinery Rescue I or have Certification for Firefighter 2, CPR and first aid. JCESA may hire individuals in the process of getting these certifications. The individual will be given a reasonable time line to complete this training. At the end of this timeline, if the training is not complete, JCESA retains the right to dismiss the employee for failure to meet the requirements in their designated training plan. Until the time the employee meets the guidelines set forth by the West Virginia State Fire Marshalls office, the employee shall not function as an interior attack qualified Firefighter. They may assist in exterior operations at the discretion of the incident command officer. It is the intention of JCESA to hire individuals that have obtained all training necessary to function as a dual role provider in the State of West Virginia. However, we recognize at times individuals eligible for employment may be enrolled or trying to enroll in firefighting courses. If there are no eligible applicants with dual training, JCESA may hire individuals that have shown an effort in trying to enroll in



firefighting courses, but the individual must have all EMS training required to hold the position of Firefighter / Paramedic.

Responsibilities

It is the responsibility of the Paramedic to:

- Assess and examine patients and perform appropriate basic and/or advanced interventions within the Paramedic Scope of Practice and in accordance with West Virginia Office of Emergency Medical Services Protocols;
- Abide by all West Virginia State Protocols and online medical direction;
- Practice infection control at all times.

In addition to direct patient care, the paramedic is required to:

- Operate the EMS unit safely and efficiently in accordance with West Virginia State law and JCESA policy and guidelines;
- Clean, maintain and stock all ALS medications and equipment;
- Assist the crew in restocking and cleaning the unit;
- Perform daily, weekly, and monthly inventories as directed in order to keep the EMS units ready to provide efficient EMS;
- Complete station duties as assigned
- Develop and maintain knowledge of the primary area in which he/she will be responding; and
- Other duties as assigned by the Director or his/her designee.
- Abide by the West Virginia State Fire Prevention Unit Policy.