FIRE FIGHTER/EMT

POSITION SUMMARY

Responsible for performing fire suppression, emergency aid, hazardous materials response, fire prevention duties, and fire department equipment maintenance. Will work a rotating 48 hour shift schedule.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Work requires the direct application of various standard operating guidelines (SOG) and policies (SOPS)
- Perform fire suppression duties as part of a firefighting crew, including extinguishing fires, conducting search and rescue operations, and mitigating hazardous materials incidents.
- Assist with vehicle extrication and technical rescue operations during emergency response situations.
- Participate in fire prevention activities, such as conducting inspections to ensure fire codes and standards compliance.
- Collaborate with other firefighters and paramedics in high-stress, emergency environments to ensure the safety of all involved.
- Engage in ongoing EMS and firefighting training programs to maintain required certifications and stay current with industry standards.
- Perform routine maintenance and inspections of firefighting apparatus, EMS equipment, and fire department facilities.
- Participate in regular testing of hydrants and other fire safety systems in collaboration with city utilities.
- Accurately complete all reports related to patient care, incidents, and fire suppression activities

Knowledge, Skills, and Abilities (position requirements at entry):

- Using a variety of office equipment and related applications;
- The ability to communicate effectively both orally and in writing.
- Knowledge of firefighting standards, practices, strategies, tactics, and equipment.
- Knowledge of the Incident Command System
- Knowledge of equipment maintenance principles.
- Knowledge of hydrant locations, water systems, and water mains.
- Knowledge of EMS practices
- Skill in extrication techniques
- Skill in working in crises and dealing with people involved in emergencies.
- Skill in the use of radios and communication equipment
- Skill in interpersonal relations

Qualifications

Education and Experience (position requirements at entry):

- High School Diploma or General Equivalency Diploma (G.E.D.).

Special Requirements:

- Valid ND Driver's License.

FIRE FIGHTER/EMT

- The following certifications are to be obtained within one year (1) of hire:
  - ProBoard and/or IFSAC Fire Fighter I certification
  - ProBoard and/or IFSAC Hazardous Materials Awareness and Operations certification
  - National Registry Emergency Medical Technician (EMT-B) certification and North Dakota EMT Licensure
  - NIMS ICS 100, 200, 700 & 800
  - BlueCard Command certification
  - AHA BLS Provider Level

WORKING CONDITIONS

- Physical requirements: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, driving, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.
- May be subjected to hazardous conditions including but not limited to: fumes, odors, dusts, gases, chemicals, poor ventilation, body fluids, extreme temperatures, inadequate lighting, work space restrictions, intense noises, and travel.
- Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.
- Work involves episodes of strenuous physical activity, routine exposure to the threat of physical harm including the threat of loss of life, exposure to hazardous substances, unpleasant working conditions such as adverse weather conditions or the extreme risk of accident or ill health. Threats are difficult to identify or protect against.

Classification: Grade FD-1
FLSA: Non-Exempt
Created and updated to new format: 8/10/12
Updated: Approved by CSC: 8/13/12; 10/20/15,12/10/15
Update: 10/5/15, 12/7/15, by Chief Sivak 12/10/2018; 04/14/21 by Chief Presnell. Changes to FF certifications for proper names and to allow 1 year for certs. 6/24/22 by HR Torgerson, 9/10/2024 by Chief Presnell, Jared Rhode. Classification updated by HR Torgerson to align with the new pay scale, effective June 23, 2025.