



LAKE VALLEY FIRE PROTECTION DISTRICT JOB DESCRIPTION Apprentice Firefighter/Paramedic

Nature of Agency

The Lake Valley Fire Protection District is a local government agency created and operated pursuant to California State Law; by the Fire Protection Law of 1987 – Health and Safety Code, Section 13801 through 13999. It provides 24-hour emergency fire, rescue, emergency medical services and other safety activities. The District's policies are set by a 5-member elected Board of Directors.

General Description

The Apprentice Firefighter/ Paramedic engages directly in fire suppression, fire prevention, public education, rescue, hazardous materials release mitigation, and advanced emergency medical services. Employees within this class are distinguished from the Firefighter by the possession and maintenance of a State of California Emergency Medical Technician-Paramedic License with El Dorado County Accreditation.

The Apprentice Firefighter/Paramedic is a “full-time” position working as a Firefighter/Paramedic for a one (1) year term employment agreement with two (2) possible extensions of one (1) year each at the discretion of the Fire District for a total of three (3) years. This is an “at-will” position and is not a position represented by the current Memorandum of Understanding with the Lake Valley Professional Firefighters Association.

Reports To

Fire Captain

Essential Duties

The duties listed below are examples of the work typically performed by an employee in this position. An employee may not be assigned all duties listed and may be assigned duties which are not listed below:

1. Responds to fires and other emergency or public assistance incidents in a timely, safe and skilled manner and participates in their control through hose laying, ladder operations, ventilation, extinguishment, salvage and other activities as part of a team effort;
2. Safely drives, positions, and operates an ambulance independently and under direction, taking the best route to emergencies, using red lights and sirens as directed and obeying all traffic laws;
3. Evacuates people from hazardous areas such as burning buildings and damaged motor vehicles;
4. Performs emergency medical activities including, but not limited to Advanced Life Support (ALS) and Basic Life Support (BLS) assessment and treatment of medical and/or trauma adult and pediatric patients;
5. Transports patients in an Advanced Life Support (ALS) Ambulance to and from various medical facilities;
6. Function as incident commander on EMS calls in the absence of a company officer or Medical Group Supervisor on incidents with multiple patients;
7. Writes reports accurately and in a timely manner, documenting incident data, patient assessment, and patient treatment;
8. Ensures ambulance and equipment are returned to service after incidents and drills, cleaned, restocked and maintains them in ready condition;
9. Ensures all daily, weekly, and monthly ambulance and equipment inspection, test records, and logs are properly filled out and submitted in a timely manner;
10. Conduct EMS training for engine company personnel;
11. Develop and maintain high levels of work knowledge and skills for various duties through training, manipulative drills and other skill maintenance programs;
12. Performs general maintenance work in the upkeep of fire/EMS facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; maintains hose; washes, cleans, polishes, maintains, and tests fire/EMS apparatus and equipment;
13. Maintains positive working relationship with the public and other Lake Valley Fire Protection District personnel;
14. Assist in fire prevention and public education activities;
15. Performs other related duties as assigned.

Required Minimum Qualifications

- Eighteen (18) years of age at the date of hire;
- High School Diploma or its equivalent;
- Pass a comprehensive pre-employment physical and police background check;
- Pass a pre-employment drug test;
- Successfully complete the competitive entry level exam process for this position;
- Possess and maintain a valid California or Nevada driver's license Class "C";
- Must meet insurability requirements of the district's insurance carrier;
- Meets residency requirements as detailed in the Fire District's "Residency Policy" within sixty (sixty) days of hire;
- Meet any additional requirements as determined necessary by the Fire Chief;
- Possession of a California EMT-P (paramedic) License; or
- Possession of NREMT Paramedic and the ability to obtain a California EMT-P (paramedic) License;
- El Dorado County Paramedic Accreditation is required within sixty (60) days of employment;
- Possession of a Firefighter-1 course completion certificate from an accredited fire academy (or equivalent) or California Firefighter -1 certification;
- Possess and maintain ITLS, ACLS, PALS/PEPP, and CPR Healthcare Provider certifications;
- Basic Wildland Firefighter (FFT-2: I-100, L-180, S-190, S-130).

Knowledge and Ability:

Knowledge of

- advanced and basic cardiac, advanced pediatric, and basic trauma life support;
- invasive and non-invasive therapy;
- drug therapy as allowed by paramedic certification;
- specialized patient monitoring devices and life support systems such as heart monitor/defibrillators, external pacing devices and pulse oximeters;
- advanced treatment equipment such as suction units, airway management devices, hypodermic needles, blood collection devices, and drug delivery systems;
- applicable laws, codes, regulations, policies, protocols and procedures relating to administering medical care;
- psychological and behavioral factors related to emergency care;
- universal precautions and infection control;
- State of California driving laws for emergency and non-emergency vehicles;
- Fire District Best Practice Guidelines, Policies and Procedures;
- fire behavior in various weather conditions;

- fire suppression tactics applicable to structural, wild land, vehicle and other fires;
- facility and equipment maintenance;
- personal protection equipment use, care, and maintenance.

Ability to

- safely drive, operate, adjust, and perform minor repairs to ambulance vehicle under both emergency and non-emergency conditions;
- provide emergency medical treatment and transport to sick and injured persons at the advanced life support level;
- calmly and effectively manage personal reactions and the reactions of others in emergency situations;
- use patient carrying devices and safely move patients to the transporting unit;
- apply standard firefighting and emergency medical techniques to specific situations;
- handle stressful situations;
- prepare and maintain accurate and orderly reports and records;
- communicate effectively, both verbally and in writing;
- follow verbal and written instructions;
- establish effective working relationships with district members, other agencies and the public;
- use appropriate radio protocol with other fire, base hospital facilities, and emergency medical services personnel;
- train other fire personnel in emergency medical procedures;
- present and participate in public education programs;
- participate in fire suppression, prevention and fire station/equipment maintenance activities;
- safely operate the listed tools and equipment.

Tools and Equipment Used

- Personal Protective Equipment (PPE) for structural firefighting, wildland firefighting, rescue and emergency medical service;
- fire apparatus; pumps, hoses, ladders and other firefighting equipment;
- rescue equipment; air bags, hydraulic extrication equipment, high and low angle rope rescue equipment and other rescue equipment;
- ambulance and associated emergency medical service equipment;
- two-way radio, pager, personal computer, fax and telephone/cell phone.

Physical Requirements

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

While performing the duties of this job, the employee is frequently required to stand, sit, walk, talk, see and/or hear, use hands/fingers to handle objects, and operate tools or controls and reach with hands and arms. The employee is frequently required to climb or balance, stoop, kneel, crouch, crawl and/or smell. Physical fitness must be maintained to perform a variety of patient care procedures, lifting and carrying patients, firefighting, rescue activities, training and maintenance duties. This position requires frequent lifting and/or moving of objects up to 50 pounds and occasional moving of objects up to 175 pounds.

This position requires strength, stamina, and agility to utilize fire suppression equipment while wearing heavy protective clothing and self-contained breathing apparatus for long periods of time in adverse conditions that may be immediately dangerous to life and health (IDLH) including smoke, extreme heat, cold, low visibility and confined space. Specific vision abilities include close vision, night vision, color vision sufficient to distinguish between red and green traffic signals, and the ability to adjust focus.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

Working Conditions

Work is performed under the following conditions:

Work is performed primarily in building, vehicle, and outdoor settings; in all weather conditions, including temperature and weather extremes; during day and night shifts.

Work is performed in IDLH atmospheres and confined spaces.

Work is performed in medical emergency situations, including vehicle accidents, water rescues, mountain rescues with extreme terrain; and other types of medical and rescue emergencies. Work is performed in stressful, intense life-threatening conditions.

Job Risk Factors

Personnel occasionally work near moving mechanical parts and in high, precarious places. Personnel may be occasionally exposed to extreme heat/fire, wet and/or humid conditions, smoke, fumes or airborne particles, radiation, toxic, explosive or caustic chemicals, bodily fluids and infectious diseases, risk of electrical shock, vibration and noise. The noise level in the work environment varies from quiet office settings, to moderate during daily work routine, and to loud at an emergency scene.

There is a risk of death or injury from sudden cave-ins of floors, toppling walls, falling trees and traffic accidents when responding to calls. Personnel may come in contact with poisonous, flammable, or explosive gases and chemicals, biological hazards such as bodily fluids and airborne pathogens, as well as radioactive or other hazardous materials that may have immediate or long-term effects on health.

FLSA Status: Non-Exempt

The duties listed above are intended only as illustrations of the various types of work 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 the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I have reviewed this job description with any attachments and find it to be an accurate description of the demands of this job.

Print Name	Signature of Employee	Date
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Captain	Date	Battalion Chief	Date
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