

RESOLUTION NO. 34-2018

Adopting a Position Description for Part-time  
Firefighter-EMT Basic/Paramedic

WHEREAS, City Council wishes to adopt a job description for the position of Part-Time Firefighter-EMT Basic/Paramedic;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the position description for the position of Part-time Firefighter-EMT Basic/Paramedic (Class Specification No. 249) as per the description attached hereto be and the same is hereby adopted.

SECTION 2. That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted May 21, 2018

/s/ Bonnie D. Michael  
President of Council

Attest:

/s/ D. Kay Thress  
Clerk of Council

**CITY OF WORTHINGTON**  
**POSITION DESCRIPTION**

<b>POSITION TITLE:</b> Part-Time Firefighter -EMT Basic/Paramedic	<b>CLASS:</b> 249
Department:	Division of Fire and Emergency Medical Services
Date:	May 21, 2018
Reports To:	Fire Lieutenant

### **General Statement of Duties**

Under the direction of the lieutenant and shift Captain, a Part-time Firefighter serves as a primary care and service provider. This is a public service job based on trust, credibility and competency. Those in this position must possess and display the desire and ability to perform and behave (on duty, as well as off duty) in a manner that maintains trust with the public, the City and contract partners, coworkers, and other public safety forces. This position will perform pre-hospital EMS care, fire and non-fire suppression, and various “all-hazards” related duties (such as vehicle extrication, water rescue, and similar specialties). A Part-time Firefighter must embrace and follow the Division’s mission and goals in the performance of their duties, and will routinely report directly to a lieutenant or captain, as well as more senior EMS personnel while on the medic unit.

Part-time Firefighters are regularly exposed to outside weather conditions and wet and/or humid conditions, moving mechanical parts and vibration. There may be occasional exposure to high, places, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, risk of electrical shock, explosives and risk of radiation and loud noise levels.

### **Essential Functions of the Position:**

The duties listed below are intended only as illustration of the various types of work that may be performed. Additional duties may be assigned as determined by the Fire Chief.

- Responds to fire alarms and extinguishes fire;
- Responds to calls for emergency medical services, and renders medical care;
- Cleans and inspects equipment and apparatus routinely and after returning from a fire;
- Keeps fire station, equipment and grounds in a clean and orderly condition;
- Participates in Division training activities, instruction sessions and public education/prevention events;
- Acquires and retains a thorough knowledge of the City, including streets, buildings, water supply, unusual hazards and related items;
- Works in and out of confined spaces while wearing protective equipment, including self-contained breathing apparatus weighing in excess of 50 lbs. And carries tools and equipment weighing in excess of 100 lbs;
- Climbs stairs and ladders and works at heights of 100 feet.

- Operates a motor vehicle.
- Conducts company level building inspections and familiarization activities.
- Operates all types of apparatus within the Division.
- Operates all types of ems and fire equipment, tools and appliances within the Division.

## **Knowledge, Skills and Abilities:**

- Working knowledge of modern firefighting principles, practices, procedures, and equipment used in firefighting, and emergency medical system;
- Working knowledge in fire, rescue, and EMS practices and techniques;
- Ability to operate all firefighting and EMS equipment;
- Meet and interact tactfully and efficiently with the public and fellow employees;
- Be able to react quickly and calmly in emergency situations;
- Learn to operate relatively complex equipment;
- Ability to understand and follow oral and written directions;
- Ability, competency, desire, and willingness to work with and without direct supervision;
- Ability to maintain physical condition to perform the essential duties;
- Ability and willingness to maintain a high level of knowledge and skill of current best practices in emergency medicine, firefighting, and vehicle extrication.
- Ability to learn, and maintain a high level of proficiency with division records reporting systems;
- Understands and applies Divisional policy, procedures, rules, regulations and practices in a manner to perform fire service functions;
- Interacts effectively, efficiently and quickly with company members, members of other companies and/or members of other public service departments when performing fire services without endangering their lives or the lives of others or increasing losses unnecessarily.

## **Minimum Requirements of the Position:**

Possess a high school diploma or its equivalent.

Possess and maintain a valid Ohio driver's license.

Possess a current State of Ohio Firefighter I and II certification.

Possess and maintain an Emergency Medical Technician-Basic or Paramedic Certification.

Must possess Firefighter I and II or EMT-B to apply, however must possess both at time of appointment.

Possess and maintain Hazardous Materials Operations level (Technician level, if applicable) at time of appointment.

Must currently be enrolled in or enroll in a paramedic program within 9 months of appointment

The 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. This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

**Adopted by Resolution 34-2018; Effective May 21, 2018**