

Village of Highland Hills

JOB POSTING

Position Title: Firefighter

Classification Number:

Department: Fire Department

Pay Range: EMT: Basic \$13.00
Paramedic \$14.00

FT/PT Status: Part-Time

Reports to: Fire Lieutenants

Function: Directly responsible for taking immediate and appropriate action for the extinguishing of fire, and the saving of life and property in emergency situations, acting under direct orders from a superior officer of the Fire Department.

ESSENTIAL JOB FUNCTIONS:

The following list of essential job functions is not exclusive or all-inclusive. Other duties may be required and assigned.

- Firefighters shall assume command and responsibility, pending the arrival of a superior officer, if first to arrive upon the scene of a fire.
- Promptly informs a superior officer upon arrival at the scene of a fire or other emergency of the general condition of the property or area involved, and steps taken to subdue the fire or situation, and all other information available.
- When apparatus or members arrive at the scene of any alarm, they will immediately report to the officer in charge for instructions.
- Firefighters and other department members shall ensure that their apparatus and equipment is again ready for full service as soon as possible upon returning to quarters.
- Each member of the department shall endeavor to detect incendiaries in case of a fire of suspicious origin, always notifying the proper authorities without delay.
- All members shall endeavor to detect and obtain evidence to convict persons ringing or sending false alarms of fire.
- When fires occur in business or commercial places, where the management or the employees are not present, an official of the concern should be notified. The premises where fire occurs must not be left unprotected. If necessary, a detail shall be left until the arrival of the occupant or owner.
- Where a fire involves electrical wiring, or does structural damage, the Village Building Department shall be notified.
- Clearly communicate with superiors and hospital medical control personnel to pass on vital patient information and obtain treatment orders.

Desirable Training and Experience Required: Certified EMT-B (Emergency Medical Technician-Basic) EMS. High school diploma or equivalent; Must possess, or be able to obtain by time of appointment, a valid State Driver's License; ability to meet Department's physical standards. Knowledge of fire prevention and safety practices; federal and state laws, codes and standards regarding fire hazards; skill in operating fire safety equipment. Ability to accurately maintain all forms, records, and reports.

Minimum Physical and Mental Qualifications: Ability to remain calm, think clearly, quickly assess and evaluate situations, organize thoughts, and respond quickly in emergency and stressful situations. Must be able to work as a team member under stress caused by emergencies, danger and/or criticism, and must be able to work fast while concentrating very hard.

A firefighter shall be of sound physical health and psychological condition with no condition(s), which would restrict their ability to safely perform the duties of a firefighter unless authorized by proper medical authority.

A firefighter must occasionally lift and/or move more than 100 pounds. Ability to carry equipment to and from structures. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

While performing the duties of this job, the officer frequently works in outside weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places; and with explosives and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, and vibration.

The noise level in the work environment is usually moderate to high.

Posting dates: December 5, 2018 – open until filled

The Village of Highland Hills is an Equal Opportunity Employer, M/F/H. In compliance with the American's with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer. Complete job specifications remain on file in the Fire Department. Seek application through Fire Department.