



City of Helena Fire Department

816 Hwy 52 East Helena, AL 35080 (205) 663-5809

Christopher E. Miller, Fire Chief

Job Title: Firefighter/EMT

Salary: \$56,451 - \$72,864 FF/EMT-B; \$57,925 - \$76,953 FF/EMT-P

Employment Status/FLSA: Full-time/Non-exempt

General Description:

The primary responsibilities of a Firefighter/EMT at the Helena Fire Department include fire suppression and prevention, emergency medical care, and special operations mitigation/rescue as dictated by certifications or situational needs.

The Firefighter/EMT reports to Fire Lieutenants. This position may also be used for events, training, and other assignments not involving a full engine company.

Essential Job Duties:

1. Respond to emergency calls involving fires, medical emergencies, hazardous materials, vehicle accidents, and other urgent situations.
2. Drive fire apparatus to and from incident/emergency scenes.
3. Drive ambulances to and from incident/emergency scenes, and all hospitals within the response area.
4. Operate various types of rescue, emergency medical, and fire suppression equipment/apparatus as necessary. Inspect, repair, and/or perform other technical tasks related to maintaining the equipment and apparatus.
5. Participate in cleaning and maintaining stations, grounds, and equipment. Ensure that all equipment and apparatus are in a constant state of readiness for emergency calls.
6. Assist with and/or provide appropriate medical care at the current level of Emergency Medical Technician licensure on scene and during transportation to the hospital. Evaluate patient conditions, determine proper treatment within the scope of practice, maintain contact with medical facilities to prepare for patient arrival, and prepare patient care reports with accurate incident information. Operate the reporting system, maintain qualifications and training as required by the State of Alabama Department of Public Health, and manage drug inventory and security.
7. Perform rescue technician operations as certifications allow, including hazardous material incident response, rope rescue, swift water rescue, confined space rescue, victim extrication, and more.
8. Participate in fire prevention operations, activities, and community outreach programs.
9. Engage in various types of training provided by the department's EMS and Training Officers while on duty.
10. Utilize departmental computer equipment to input, review, and access records, information, and other data.

11. Give tours of assigned stations, demonstrate fire equipment and apparatus, and participate in public educational opportunities regarding life safety topics.
12. Perform inspection and maintenance on fire hydrants according to shift assignments.
13. Study street, parks, rivers, trails, and various types of occupancies located in the City of Helena response area.
14. Perform other related job duties assigned by upper-level supervisors.
15. Participates and meets Helena's Health and Wellness program standards.
16. Senior Firefighters may step up into a Fire Lieutenant/lead worker position on a limited basis.

The essential job duties outlined here are examples and do not encompass every possible duty. Additional tasks may be assigned as needed. Not all employees will perform every duty listed, and some may be required to carry out responsibilities that are not explicitly mentioned.

Knowledge, Skills, and Abilities:

- Knowledge of federal, state, and local laws and ordinances and as they relate to firefighting and EMS activities.
- Knowledge of City of Helena Fire Department rules, policies, and procedures.
- Knowledge of City of Helena Civil Service Act.
- Knowledge of best practices and techniques with respect to firefighting and search and rescue operations.
- Knowledge of Emergency Medical Protocols, best practices, and techniques.
- Knowledge of City of Helena geography and ability to navigate streets within the city limits and coverage areas in nearby unincorporated Shelby County.
- Skilled in the use and care of all types of apparatus, pumps, hoses, radios, and other fire equipment.
- Skill in providing proper medical treatment.
- Ability to follow verbal and written instructions.
- Ability to work on a team.
- Ability to exercise control over emotions during stressful situations.
- Ability to analyze situations quickly and objectively to determine the correct course(s) of action.
- Ability to maintain confidentiality when necessary.
- Ability to establish and maintain effective working relationships with co-workers, supervisors, public, and other stakeholders.
- Ability to work in rapidly changing schedules to include: 24-hour shifts, weekends, holidays, and as deemed necessary by the Fire Chief or designee.
- Ability to perform strenuous physical work for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.

Minimum Qualifications:

High School Diploma or GED. Must possess and maintain a valid Alabama Driver's license.

Must be certified as a Professional Firefighter I/II by the Alabama Fire College and Personal Standards Commission and possess an active EMT-basic, advanced, or paramedic license from the Alabama Department of Public Health.

Essential Physical Requirements:

The physical activities required for this position include but are not limited to: Frequent sitting, standing, walking, reaching with hands and arms, talking, hearing, smelling; occasional running, climbing or balancing, stooping, kneeling, crouching, and crawling.

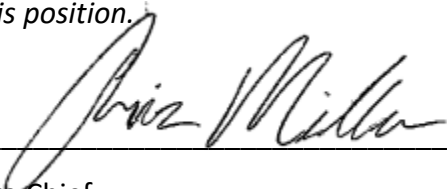
This position requires lifting: Up to an excess of 100 pounds on a regular basis while in protective equipment.

This position has the following special vision and auditory requirements: Meet vision and auditory requirements as specified in NFPA 1582, Chapter 9, 2022 Ed.

Environmental Working Conditions:

The following physical conditions and hazards may be encountered while working in this position: Extreme heat and cold, moving mechanical parts, fumes, odors, toxic chemicals, infectious diseases, risk of electrical shock and vibration, and loud noise.

I certify that this job description is a true reflection of the major responsibilities, requirements, and duties of this position.



Fire Chief

8/1/2024

Date

I have read this job description and understand the major responsibilities, requirements, and duties of this position. I understand the duties listed in this description are not all encompassing and that there may be other duties assigned to me.

Employee

Date