



FINANCE DEPARTMENT

## City of Gatlinburg

### **Firefighter/Paramedic Position Vacancy Information and Requirements**

**\*\*\*THE APPLICATION DEADLINE IS FRIDAY, JULY 20, 2018\*\*\***

The City of Gatlinburg Fire Department is accepting applications for a Firefighter/Paramedic position, Grade 7. Applicants meeting the minimum qualifications must pass a physical agility test, background verification, written test, and a personnel assessment. Qualified applicants will be advised of test dates and times.

#### **JOB PURPOSE:**

Performs the dual roles of fire suppression and emergency medical services.

#### **ESSENTIAL FUNCTIONS:**

Responds to emergency calls; suppressing fires; providing advanced life support emergency medical services; preparing detailed records.

#### **QUALIFICATIONS:**

Candidates must possess a valid paramedic licensure from the State of Tennessee, and provide the City with a copy of the license with the employment application. A valid Firefighter I certification from Tennessee Fire and Codes Academy/Commission on firefighting or IFSAC/ ProBoard Firefighter I. Candidates must also pass a pre-employment physician medical examination and drug screen. Persons currently enrolled in Paramedic school and due to graduate by the fall of 2018 may be considered.

Additional requirements include:

- Residency requirement that the applicant must reside inside the State of Tennessee and within a thirty (30) mile radius of the Highway 441 and Highway 321 intersection during the tenure of employment.
- Possession of a valid Tennessee driver's license with the ability to obtain an F endorsement prior to employment.
- Ability to establish and maintain an effective working relationship with other employees and the general public.
- Candidates must supply evidence of a criminal background history report obtained within 30 days of application.
- **Please read the attached job description for additional information.**

Starting pay for the FF/Paramedic position is \$37,680.00.

Complete and return the application by the deadline of **July 20, 2018**.

*Resumes may be included as a supplement to the application but NOT as a substitute. For some jobs, copies of diplomas, transcripts, or certifications may be required. The need for this documentation will be specified in the job announcement or as supplemental materials in the application. Applications must be received in City Hall at the Human resources office by 4:30 on the stated deadline or must be postmarked by that date. Applications cannot be faxed.*

Additional information may be obtained by calling Human Resources at (865) 436-1414 or call the Gatlinburg Fire Department at (865) 436-5112.

*The City of Gatlinburg does not discriminate on the basis of race, color, national origin, age, sex, or disability pursuant to Title VI of the Civil Rights Act of 1964, Public Law 93-112 and 101-336 in its hiring, employment practices and programs.*

## **Firefighter / Paramedic**

### **Nature of Work**

This is responsible emergency response work involving the rapid response to commercial and residential fires and medical emergencies occurring in Gatlinburg and the surrounding area. Activities associated with the job include maintaining a constant state of readiness in the event of fires, natural disasters and/or emergency situations, responding when necessary to such events and insuring the proper maintenance and operation of all emergency response vehicles and equipment. Additional activities include continuous training in emergency response practices and protocols, maintaining hydrants and other fire fighting equipment located in the community and participating in public education and safety awareness activities. Incumbents also respond to medical emergencies and administer first aid to individuals during transport to local medical clinics and/or hospitals. Job responsibilities require extensive training in fire fighting techniques, rescue practices, and first aid, sufficient strength and agility to perform the physically demanding aspects of the job in all types of weather conditions, good decision making skills and the ability to maintain a constant state of readiness and respond quickly to emergency situations. Job performance is reviewed by the shift Lieutenant and/or Captain through review of fire fighting and emergency response capabilities, ability to appropriately respond to medical emergencies, decision making skills, physical capacity to perform job related duties and ability to interact effectively with co-workers, individuals in distress and the public.

### **Illustrative Examples of Work**

- Maintains a constant state of readiness and responds immediately to emergency situations, residential and/or commercial fires and natural disasters.
- Responds to medical emergencies and administers basic life support procedures during transport to area hospitals and/or medical clinics.
- Completes trip tickets and prepares reports detailing all medical procedures performed during medical response and transport operations.
- Insures that all fire fighting and emergency response vehicles, trucks and equipment are properly maintained and stored.
- Assists with maintaining fire hydrants located throughout the city and insures that they are in proper working order.
- Cleans and maintains the fire hall and/or sub-station including the surrounding property where assigned.
- Participates in regularly scheduled first aid and emergency response training sessions to maintain certifications and learn about new emergency response and fire fighting equipment.
- Responds to commercial and/or residential fires, emergency situations and natural disasters as quickly as possible, assesses the situation and takes appropriate action to

alleviate the emergency; rescues individuals in danger and prevents further loss of property and life.

- Performs water rescue, vehicle rescue and confined space rescue as required.
- Assists with securing the scene following fires, emergency situations and natural disasters and takes appropriate action to prevent re-kindling of fires.
- Transports individuals to medical appointments on a non-emergency basis when required.
- Administers emergency first aid to individuals in distress until the appropriate personnel arrive and/or they can be transported to an appropriate facility.
- Participates in public safety awareness events and provides information to school groups, civic organizations, church groups, etc. about fire prevention and safety.
- Responds to serious vehicle accidents and assists with the extrication of individuals trapped in their vehicle.
- Responds to hazardous materials spills and accidents and attempts to contain the hazardous agents.
- Assists with investigations to determine the cause and/or origin of fires and insures that all evidence is properly maintained.
- Responds to fires along roadways, public areas, wooded areas and pasture land and extinguishes as soon as possible.
- Performs related duties as required.

### **Necessary Requirements of Work**

Graduation from an accredited high school; successful completion of Basic and Advanced Fire Fighting training; training in pump and ladder operations; possession of a Paramedic certification; sufficient strength and agility to perform the physically demanding aspects of the job and operate all fire fighting and emergency response equipment; good decision making and interpersonal skills; knowledge of NFPA, OSHA, TOSHA and EPA regulations pertaining to fire fighting and hazardous materials; ability to respond to emergency situations in a timely and appropriate manner; or any equivalent combination of education or experience to provide the following knowledge, abilities and skills:

- Knowledge of fire fighting techniques and practices as prescribed by NFPA guidelines.
- Knowledge of medical techniques, practices and protocols required for responding to medical emergencies and transporting individuals requiring medical assistance.
- Knowledge of Standard Operating Procedures established for the Gatlinburg Fire Department.
- Knowledge of water rescue, vehicle rescue and confined space rescue techniques and practices.
- Knowledge of Universal Precautions required for exposure to bodily fluids.
- Knowledge of emergency response and life saving practices and methods.
- Knowledge of the proper use, maintenance and operation of fire fighting and emergency response equipment including turn out gear, hydraulic and air tools, extrication equipment and tools, air packs, fire hoses, ladders, pumping equipment, etc.

- Knowledge of the types of fire extinguishing agents and their use for fighting fires of different origins and sources.
- Knowledge of fire salvage techniques and practices.
- Knowledge of established safety procedures and precautions for fighting commercial, residential and wild fires.
- Knowledge of driver operations.
- Knowledge of established practices and protocols for extracting individuals and fellow fire fighters from commercial and residential buildings.
- Knowledge of the proper methods for extracting individuals trapped in vehicles.
- Knowledge of the dynamics associated with fires including back drafts, rates of combustion for various materials, hot spots, etc.
- Knowledge the proper handling and disposal of various types of hazardous materials.
- Knowledge of basic building and construction practices utilized for commercial and residential buildings.
- Knowledge of TCA pertaining to fire fighting and emergency medical response activities, Gatlinburg Municipal Codes, Standard Building Code, Standard Fire Prevention Code and the National Fire Code (NFPA1).
- Knowledge of all major roadways, thoroughfares, subdivisions, etc. located in Gatlinburg and surrounding area.
- Ability to maintain a constant state of readiness and respond quickly to emergency situations, fires and natural disasters.
- Ability to make timely and appropriate decisions when responding to emergency medical situations to prevent further loss of life and/or property.
- Ability to perform the physically demanding aspects of the job in a variety of weather conditions.
- Ability to safely use and operate all emergency response and fire fighting equipment and tools.
- Ability to interact in an effective and appropriate manner with co-workers, supervisors and the public.
- Ability to maintain required certifications and acquire and utilize new job related information.
- Ability to make effective public presentations and perform various public relations activities related to fire prevention and safety.
- Skill in driving large fire fighting trucks and vehicles at high rates of speed when responding to fires and other emergency situations.
- Skill in utilizing fire fighting and emergency response tools and equipment.

### **Physical Requirements**

This is very heavy work requiring exertion in excess of 100 pounds of force occasionally, in excess of 50 pounds of force frequently, and in excess of 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive

information at normal spoken word levels, and to receive detailed information through oral communications and/or make fine distinctions in sound; visual acuity is required for depth perception, color perception, night vision, peripheral vision, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, oils, and wearing a respirator. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

**Necessary Special Requirements**

- Possession of Tennessee Paramedic and Firefighter certifications.
- A minimum age of 18 years.
- Possession of a valid Tennessee Drivers' license and the ability to be insured at standard vehicle liability rates.
- Completion of Basic and Advanced Fire Fighting training.
- Maintenance of a current certification in CPR and Basic Life Support.