



TOWN OF HOLDEN NOTICE OF VACANCY

PROMOTIONAL DATE: 8/30/2023

PROMOTIONAL CLOSE DATE: 9/6/2023

DEPARTMENT: Fire

FUNCTION: Firefighter/Emergency Medical Technician ("EMT") – Paramedic

SALARY RANGE: Firefighter/EMT-P

HOURLY: \$25.60-35.14

SCOPE:

The Firefighter/Paramedic is a dual role member of the department having advanced emergency medical care responsibilities in addition to firefighting duties. Depending on the nature of the emergency these personnel provide basic and advanced life support, perform extrication and rescue and are responsible for combating, extinguishing and preventing fires, and the saving of life and property. A Firefighter/Paramedic is responsible for rapidly and efficiently performing various duties under emergency conditions frequently involving considerable hazard.

This position is technical and skilled in nature, and requires the ability to interact with patients, independently assess and treat medical emergencies, follow established advanced treatment protocols, supervise patient care, and document findings and events for the patients' medical record. Work is often carried out under stressful conditions in the presence of contagious disease, environmental, chemical, or physical violence hazards.

The Firefighter/Paramedic's work includes routine duties in the maintenance of firefighting equipment and fire department property. This individual is responsible for carrying out the specific orders and directions as received from a superior officer in the normal course of maintenance duties and in firefighting. Considerable independence of judgment and action is allowed in circumstances of extreme urgency where referral to a supervisor for instruction is not possible.

GENERAL:

- The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this position. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.
- The Firefighter/Paramedic, as a member of a group:
- Responds to fire alarms, lays and connects hose, holds nozzles and direct water streams, raises and climbs ladders, uses chemical extinguishers, tools, hooks, lines and other equipment.
- Ventilates fire to release heat and smoke, places salvage covers to prevent water damage and prevents fire from rekindling.
- As assigned, drives and operates motorized firefighting equipment
- As assigned, receives and records telephone calls and may assist in dispatching proper apparatus and equipment.
- Performs various maintenance tasks on apparatus, equipment and stations.
- When assigned to fire prevention, works under the supervision of a supervisor, performs inspections and clerical duties as required.
- Performs related work as required.



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- Performs necessary basic and advanced life support on sick, injured, or convalescent persons at the sites of emergencies or en-route to hospitals or other medical facilities. Patient care may include: hemorrhage control and treatment for shock, intravenous therapy, medication administration, electrocardiogram interpretation, manual external defibrillation or synchronized cardioversion, transcutaneous pacing, cardiopulmonary resuscitation, airway maintenance via endotracheal intubation or cricothyroidotomy, and fracture stabilization and pain control.
- Records event information including patient condition, patient history, treatments, vital signs, and scene observations.
- Observes established basic and advanced medical protocols as set forth by the Department of Public Health Office of Emergency Medical Services
- Maintains appropriate paperwork, in regards to controlled substances and stocking of the emergency vehicle.
- May operate emergency vehicles en-route to emergencies and during patient transport to the hospital.
- Any such duties that may from time to time be prescribed by the administration.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Thorough knowledge of the operation of all apparatus and equipment and methods used in combating, extinguishing and preventing fires and rescue work.
- Perform approved emergency medical care.
- Knowledge of fire department rules and regulations.
- Knowledge of the maintenance of equipment.
- Knowledge of building construction, electric power, hydraulics and the locations of hazardous occupancies in the municipality.
- Mechanical aptitude.
- Knowledge of water systems and mains.
- Agility and strength to do prolonged and arduous work under adverse conditions.
- Ability to react quickly and remain calm under stress and strain.
- Ability to understand and follow oral and written instructions.
- Skill in the operation of all firefighting and rescue equipment including motor vehicles.
- Interest and willingness to assist in community efforts throughout the municipality.
- Training and certification as Firefighter I/II.
- Training in advanced emergency medical procedures in addition to EMT-Paramedic curricula (i.e. ACLS).
- Training in patient assessment techniques.
- Knowledge of symptoms of medical emergencies and of appropriate responses to such conditions.
- Ability to evaluate patients' conditions and properly render emergency medical care including administration of emergency medications.
- Ability to establish and maintain effective work relationships with medical directors, superiors, other employees, and the public.
- Ability to respond quickly and effectively in emergency situations.
- Ability to communicate effectively, orally and in writing.



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MINIMUM QUALIFICATIONS:

- High School diploma or GED equivalent
- Possess and maintain a valid Massachusetts driver's license.
- Possess and maintain certification as an EMT/Paramedic by the Massachusetts Department of Public Health, Office of Emergency Services.
- Ability to successfully complete the Massachusetts Firefighting Academy Recruit Training Program or equivalent.
- Ability to obtain certification as Firefighter I/II by the Massachusetts Fire Training Council.
- Must be non-smoker, on and off duty. Appointment to this position will require establishing residency within one year of appointment per union contract.

**The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.*

External and internal applicants, as well as position incumbents who become disabled, as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with assistance of a reasonable accommodation to be determined by management on a case by case basis.

**PROMOTIONAL APPLICATIONS AVAILABLE:
OFFICE OF TOWN MANAGER, 1204 MAIN STREET, HOLDEN, MA 01520**

**SEND RESUMES, COVER LETTERS AND APPLICATION TO:
OFFICE OF TOWN MANAGER, 1204 MAIN STREET, HOLDEN, MA 01520
Or via email at resumes@holdenma.gov**

**FOR FURTHER INFORMATION CONTACT TOWN MANAGER'S OFFICE
1204 MAIN STREET, HOLDEN MA 01520 (508) 210-5501
EQUAL OPPORTUNITY EMPLOYER
THE TOWN OF HOLDEN DOES NOT DISCRIMINATE AGAINST THE HANDICAPPED**