

PROVO CITY CLASSIFICATION SPECIFICATION	
<b>Title:</b> Firefighter/Emergency Medical Technician	<b>Job Code:</b> 4400
<b>Date:</b> September 24, 2024	<b>EEO Code:</b> PS
<b>FLSA Designation:</b> Non-Exempt	<b>Civil Service Status:</b> Covered (C)

**DEFINITION:** This is a public safety position with responsibility for firefighting, emergency response, rescue work, and providing medical aid as an Emergency Medical Technician.

**CLASSIFICATION STANDARDS:** Positions allocated to this classification are responsible to a Fire Captain or designated supervisor and perform all work under close direction. *Note: Employees of this classification are eligible for advancement to the next level of the career series as directed by policy.*

**ESSENTIAL DUTIES:** Fight fires by placing, connecting, and advancing hoses; operate pumps, nozzles, ladders, hydrants, extinguishers, generators, and other specialized firefighting equipment and apparatus; search for and rescue victims from burning buildings, vehicles, or other structures and locations; ventilate structures at fire scene; enter structures in a cautious and safe manner; participate in post-emergency salvage operations and cleanup; operate department vehicles as primary or relief operator; perform all duties as an individual and as part of a team.

Assess and determine emergency medical treatment needed; administer medical aid including CPR and trauma management; handle a wide variety of emergency situations involving accidents or illness; provide EMT-level medical treatment to a diverse patient group including children, adults of all ages, and persons with mental or physical disabilities; transport, lift, or otherwise move patients in accordance with established protocols; remove or extricate personnel and patients from various situations using tools and accepted rescue techniques; respond to hazardous materials incidents.

Participate in various drills and training sessions; assist in pre-fire planning and development of property maps and sketches; assist in cleaning and maintaining vehicles and equipment; inspect vehicles and equipment to ensure they are in working order at all times; perform station and grounds maintenance work; perform physical training; perform routine clerical and record keeping duties, including writing reports; may conduct station tours and/or assist with public education and outreach efforts; perform other related duties as required.

**MINIMUM REQUIREMENTS:** High School Diploma or equivalent. Must be 18 years of age.

**License(s)/Certification(s):** A valid, lawful Driver License is required. Requires current license as an Emergency Medical Technician-Basic (EMT) (Utah Bureau of EMS and Preparedness) and Firefighter I and Firefighter II certifications (NFPA and Utah Fire and Rescue Academy standards) within 6 months of hire date. *Note: Employees of this classification must maintain required certifications to retain position.*

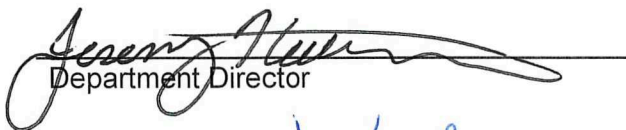
**SELECTION FACTORS:** **Knowledge of:** firefighting techniques, procedures, and processes; emergency medical treatment theories and application; basic building construction; related laws, codes, rules, and regulations governing functions of the position; policies and procedures established for the work system; operations, functions, and terminology common to the work; basic English composition, spelling, and grammar. **Skill in:** managing stressful situations firmly, tactfully, and with respect to individual rights; observing and remembering detail; preparing clear, concise, and informative reports; handling confidential and sensitive issues; working as a team member; practicing trust-building behavior. **Ability to:** communicate effectively both verbally and

in writing; remain calm and make effective decisions under duress; act ethically and continually demonstrate high moral character; drive motor vehicles in a safe manner; recognize potential and actual dangers and determine proper courses of action; quickly and accurately perform work; exercise independent judgment while evaluating situations and in making determinations; deal with the public in a pleasant, courteous, and calm manner in all circumstances; perform duties in a manner that demonstrates respect, integrity, courtesy, and kindness towards fellow workers, customers, and the general public; demonstrate a high level of commitment to the principles of customer service; safely and physically perform the job.


**TOOLS AND EQUIPMENT USED:** Portable gas and electrical power tools and equipment, pumps, all types of hand tools including extrication equipment, hydraulic lifting, cutting and spreading tools, all types of medical supplies and equipment, fire apparatus and vehicles, specialized hazardous materials and equipment, computers, and all standard office equipment, and other related items.

**PHYSICAL DEMANDS:** Requires a high level of physical fitness, energy, stamina, mobility, balance, and eye-hand coordination including crawling, jumping, pulling, pushing, heavy lifting, running, and other physical activities, all of which must be done in a safe and timely manner. Managing physical and emotional stress is integral to the job. *Note: Employees of this classification must successfully pass the Fire Department's physical fitness tests.*

**ENVIRONMENTAL FACTORS:** Work is performed under emergency conditions which are arduous, usually dangerous, and possibly life-threatening. Conditions include but are not limited to: extreme heat conditions, extreme cold wind, snow, and ice, toxic chemicals, oxygen-deficient atmospheres, smoke, fire, explosive atmospheres and environments, water, heights, confined spaces, and others. Most tasks are performed outdoors. *Note: Employees of this classification are subject to on-call status. RESIDENCY: Employees of this class are subject to Provo City residency requirements and must reside within a 50-mile radius of their primary operations facility, unless otherwise approved by the Department Director.*

  
Department Director

9/24/2024  
Date

  
Mayor/Chief Administrative Officer

9/24/2024  
Date

**NOTE:** The above statements describe the general nature and level of work being performed by the person(s) assigned to this classification. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. Classification specifications are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, change, or delete any and all provisions of this classification at any time as needed without notice. Reasonable accommodations may be made for otherwise qualified individuals who require and request such accommodation. This classification specification supersedes earlier versions.