

Essential Functions

- Lays and connects hose, holds nozzles and directs water streams, raises and climbs ladders and uses chemical extinguishers, bars, hooks, lines and other equipment at the scenes of fires;
- Performs salvage operations;
- Administers EMS to injured persons, frequently using advance techniques to restore cardio-pulmonary functions;
- Participates in fire drills and attends classes in firefighting, EMS and related duties;
- Performs general maintenance work in the up-keep of the Fire Department property;
- Inspects building and premises for compliance with fire laws, checks on complaints and aids in the investigation of arson cases;
- Inspects commercial and noncommercial buildings;
- Signs citations and gives testimony in court in connection with fire code enforcement activities;
- Organizes fire brigades and conducts fire drills in institutions and commercial establishments;
- Attends public gatherings to ensure observance of fire safety requirements;
- Participates in station radio tests;
- Conducts tours of station houses for scout, civic, and other interested groups;
- Operates Computer Aided Dispatch equipment;
- Demonstrates superior seamless customer service, integrity, and commitment to innovation, efficiency, and fiscally responsible activity.
- May be required to manage and/or participate in committees either by volunteering or by assignment by their supervisor.
- Participates in physical fitness activities to maintain physical conditioning to comply with medical and physical fitness requirements;
- Timely use of all department electronic communication, i.e., Firehouse, Target Solutions, regularly check DMFD email, etc.
- Maintains regular attendance and punctuality, according to department policies;
- Ability to follow and positively model support of DMFD's Mission, Vision and Values.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Emergency medical methods and procedures.
- Firefighting principles and practices.
- Fire salvage and overhaul operations.

Ability to:

- Function effectively in emergency situations.
- Ability and willingness to learn a variety of methods and tasks in firefighting, fire prevention, and related activities.
- Effectively and safely drive and/or operate the full range of fire apparatus and equipment utilized by the District.
- Ability to use self-contained breathing apparatus (SCBA) and personal protective equipment (PPE) clothing to prevent exposure to hazardous materials and infectious diseases.
- Ability to climb ladders and work at considerable heights.
- Ability to engage in moderate to strenuous activity, which may require long working hours under physical and emotional stress.
- Ability to lift minimum weight as required by the Arizona Department of Transportation and Department of Health Services.

- Ability to exercise a high degree of self-discipline.
- Ability to tolerate extreme fluctuations in temperature while performing job duties.
- Ability to bend and stoop repeatedly or continually over time to perform emergency medical services or other job-related activities.
- Ability to select and apply appropriate emergency treatment and use specialized equipment, when required.
- Ability to understand and follow all safety procedures, policies, and practices.
- Ability to understand and follow oral and written directions promptly and accurately.
- Ability to establish and maintain effective working relationships with those contacted in the course of work.
- Ability to provide excellent customer service to both external and internal customers.
- Ability to function as an effective team member in both daily operations and activities, and during emergency operations.

ADDITIONAL REQUIREMENTS

- Must attend and/or satisfactorily complete the hours and subject matter of annual training required to maintain certifications of Emergency Medical Technician Basic or Paramedic certification.
- Some positions will require the performance of other essential and marginal functions depending upon work location, assignment, or shift.
- Some positions require the use of personal or District vehicles on District business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Use of a personal vehicle for District business will be prohibited if the employee is not authorized to drive a District vehicle or if the employee does not have personal insurance coverage.

CIVILIAN EMCT (EMT OR PARAMEDIC) JOB DESCRIPTION

MAJOR FUNCTIONS:

The function of this job classification is to work with a fire department team in EMS functions, transport of patients, operation of a fire department ambulance, and to assist in non-fire suppression duties. These activities are often performed under conditions which require strenuous physical and emotional exertion. Emergency Medical Care Technician's participate in supervised drills and training in EMS skills. Some time is spent in special and routine maintenance of equipment and apparatus and routine care of buildings and grounds, as well as public education activities. The Emergency Medical Care Technician is assigned to a fire captain that supervises them during emergency events, routine station activities, and equipment maintenance. May be assigned to work on special assignments which call for special abilities and knowledge attained through experience and training. May be assigned to either a 40-hour or 56-hour schedule, depending on the needs of the Fire District.

Essential Functions

- Help transfer patients to the emergency department of a healthcare facility and report their observations and first aid treatment to hospital staff.
- Do an on the spot assessment of the patient's condition and determine a proper course of treatment.
- Use backboards and restraints to immobilize patients and secure them in the ambulance for transport.
- Create a patient care report, documenting the medical care given to the patient at the scene and en-route to the hospital.
- Replace used supplies and check or clean equipment after use.
- Administer EMS to injured persons, frequently using advanced techniques to restore cardio-pulmonary functions.
- Follow department policies and procedures.
- Operate fire department apparatus in a safe manner, including emergency vehicle operation.
- Perform general maintenance work in the up-keep of the Fire Department property and apparatus.
- Participate in public education activities.

- Operate Computer Aided Dispatch equipment.
- Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
- Must be able to pass pre-hire physical exam.
- Participate in physical fitness activities to maintain physical conditioning to comply with medical and physical fitness requirements.
- Timely use of all department electronic communication, i.e., Firehouse, Target Solutions, regularly check DMFD email, etc.
- Maintain regular attendance and punctuality, according to department policies.
- Ability to follow and positively model support of DMFD's Mission, Vision and Values.

Knowledge of:

- Ambulance apparatus, equipment, tools, devices, and facilities, and their proper use and maintenance.
- Emergency scene operations and incident command structure.
- Emergency Medical techniques.
- Medical Documentation and related laws.
- Arizona Motor Vehicle Laws.

Ability to:

- Work cooperatively with other District employees and the public.
- Work at heights greater than ten feet.
- Operate power driven machinery.
- Observe or monitor people's behavior to assess patient condition.
- Communicate orally with customers, clients or the public in face-to-face one-on-one settings.
- Understand and follow oral and written instructions in the English language.
- Ability to recognize hazards identified by fire diamonds.
- Tolerate extreme fluctuations in temperature while performing job duties.
- Work for long periods of time, requiring sustained physical activity and intense concentration.
- Rely on sense of sight and hearing to help determine the nature of an emergency and make operational decisions.
- Comprehend and make inferences from written material in the English language.
- Work in a variety of weather conditions with exposure to the outdoor elements.
- Work safely without presenting a direct threat to self or others.
- Make fine, highly controlled muscular movements to adjust the position of control mechanisms such as operating levers, pedals, and valves.
- Follow medical direction and off-line treatment protocols and perform essential skills within the scope of practice for EMT or Paramedic.
- Work with outside agencies and communicate patient information to hospital staff in a thorough and concise manner.
- Learn job related material through structured lecture and reading and through oral instruction and observation. This learning takes place in both a classroom setting and in an on-the-job training setting.
- Observe or monitor objects to determine compliance with prescribed operating or safety standards.
- Bend or stoop repeatedly or continually over time to perform emergency medical services or perform duties on the fire ground.
- Move objects between 20-50 pounds short distances (20 feet or more).
- Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects, including the human body.
- Exerting in excess of 50 to 100 pounds of force occasionally, and/or in excess of 25 – 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.
- Use appropriate personal protective equipment (PPE) and protective clothing to prevent exposure to hazardous materials and infectious diseases.

REQUIREMENTS FOR ALL POSITIONS:

- Age: 18 years of age at time of hire.
- U.S. Citizen: Yes
- High School Grad/GED: Yes
- Valid Arizona State Driver's License: Yes
- Ability to read/speak English: Yes
- Must attend all hours of annual training required to maintain State EMCT certification.
- Some positions will require the performance of other essential and marginal functions depending upon work location, assignment, or shift.
- Some positions require the use of personal or District vehicles on District business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Use of a personal vehicle for District business will be prohibited if the employee is not authorized to drive a District vehicle or if the employee does not have personal insurance coverage.

REQUIRED CERTIFICATIONS:

EMCT-EMT Requirements:

- Current State of AZ EMT certification.
Current CPR for healthcare provider certification.

EMCT-Paramedic Requirements:

- Current State of AZ Paramedic certification.
- Current CPR for healthcare provider.
- Current Advanced Cardiac Life Support (ACLS) certification.
- Current Pediatric Life Support (PALS) certification, or equivalent.
- National Registry Paramedic encouraged, but not required.

Firefighter Requirements:

- All of the above EMCT-EMT and EMCT-Paramedic requirements.
- Candidate must pass a CPAT between **DECEMBER 1, 2019** and **JUNE 1, 2020**.
- Must be able to maintain physical conditioning to comply with medical and physical fitness requirements.

HIRING PROCESS:

Applicants for the Daisy Mountain Fire District must test with the National Testing Network (NTN) between March 4, 2020 – March 29, 2020. Successful candidates will be scheduled for a first interview on or about the week of April 13, 2020. The top candidates from the first interview will be invited to participate in a second interview with the Daisy Mountain Fire District executive staff, tentatively scheduled for the week of April 20, 2020.

Current Daisy Mountain Ambulance Personnel will bypass the NTN and proceed to the first round of interviews.

VETERAN'S PREFERENCE POINTS:

Veteran's will be given five (5) additional points added to the overall cumulative score. Valid honorable discharge paperwork will be required at the time of application. (Veteran's preference points will only be added once all portions of the examination process have been successfully completed.)

EDUCATION POINTS:

Education points will be added to the overall cumulative score after successful completion of all parts of the examination.

- Associate's Degree will receive three (3) points.
- Bachelor's Degree and above will receive five (5) points.

MINIMUM QUALIFICATIONS:

An equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of this position may be considered.

DISQUALIFYING FACTORS:

- Felony conviction;
- DUI conviction within 5 years of application;
- Non-disclosure of criminal conviction at time of application;
- More than 10 points on driving record within a 12-month period;
- More than 16 points on driving record within a 36-month period;
- The Daisy Mountain Fire District is a contracted Medicare provider; therefore, no applicant can be on the federal exclusionary list. Candidates must successfully complete a thorough background investigation and driver's license evaluation.

OTHER REQUIREMENTS:

This position requires satisfactory criminal background, finger print and reference checks, and may require a Motor Vehicle History Report and Public Records Check. Employment offers are contingent upon successfully passing any of the above requirements. In addition, the Daisy Mountain Fire District will verify that an applicant's name does not appear on the Office of Inspector General's List of Excluded Individuals/Entities (OIG LEIE). This verification will be performed by the Daisy Mountain Fire District upon hire and monthly thereafter. If an employee's name is found on such a list, the offer of employment will be rescinded.

TO APPLY:

- Written Exam on National Testing Network (NTN) Website at www.nationaltestingnetwork.com
- Open from MARCH 4, 2020 – MARCH 29, 2020.
- Application **MUST** be downloaded from the Daisy Mountain Fire District website at www.daisymountainfire.org.
- **Completed application and NTN test, with copies of all certifications must be uploaded on the NTN website by MARCH 29, 2020 at 12:00 Arizona Time.**
- First Round Interviews Tentatively Scheduled For The Week Of April 13, 2020.
- Final Round Interviews Tentatively Scheduled For The Week Of April 20, 2020.
- Fire recruits tentatively scheduled to start in August 2020.
- EMCT positions tentatively scheduled to start in July 2020.

What to expect at the www.nationaltestingnetwork.com website:

- Completion of the application process.
- Review all information related to the Daisy Mountain Fire District EMCT-EMT/EMCT-Paramedic and Fire Recruit positions, including minimum requirements, salary and benefits.
- Detailed information about the testing process for the entry level test.
- Opportunity to take online practice tests at <https://ergopracticetests.com/index.cfm?FTB>.
- Schedule your own convenient test time. Tests are offered multiple times a week, including Saturdays.

Daisy Mountain Fire District is a drug free workplace and an Equal Opportunity Employer committed to a diverse workforce.