



Greenwood County, SC

Job Description

FLSA: Non-Exempt

Exemption: N/A (Unique and specific examples may alter this designation. Affected employees will be notified by their supervisors).

Class Title: Firefighter 2 Emergency Medical Responder

Department: Emergency Services (Fire)

Pay Grade: 108

Revised: 9/1/15

General Description

The purpose of this class within the organization is to perform firefighting, emergency medical responder care, and fire prevention duties, including preventing, combating, and extinguishing fires; saving life and property; assisting the public as directed; station and equipment maintenance.

Works under close to general supervision according to set procedures and or protocols.

Duties and Responsibilities

The functions listed below are those that represent the majority of the time spent working in this class. Management may assign additional functions related to the type of work of the class as necessary.

Essential Functions:

Responds to emergencies with assigned equipment, lays and connects hose lines, holds nozzles and directs water streams.

Responds to medical emergency scenes and performs Emergency Medical Responder (EMR) procedures.

Communicates via radio with radio dispatch center, hospital personnel and other public safety agencies to receive and to transmit instructions involving patient care. Provides instructions to first responders and bystanders in the use of first aid equipment.

Performs preventative maintenance on assigned equipment, including inspecting fire suppression apparatus and equipment, fire hydrants, draft sites and other related emergency equipment.

Completes emergency incident reports and forms in a timely and accurate manner.

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Prepares and completes pre-fire planning surveys of commercial structures, and gathers the information necessary for the preparation of pre-fire plans.

Additional Duties:

Attends in-service training as required to maintain certification.

Communicates with department members, as well as outside agencies, through various communication systems.

Assists with general housekeeping of station.

May drive fire apparatus, rescue vehicles, and other department vehicles as required.

May operate fire pumps and other devices used in the fire suppression.

Performs related work as assigned.

Responsibilities, Requirements and Impacts

Data Responsibility:

Data Responsibility refers to information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization, and mental creation. Data are intangible and include numbers, words, symbols, ideas, concepts, and oral verbalizations.

Copies, transcribes, enters or posts data or information.

People Responsibility:

People include co-workers, workers in other areas or agencies and the general public.

Serves others such as customers, attends to their requests and exchanges information with them.

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Asset Responsibility:

Assets responsibility refers to the responsibility for achieving economies or preventing loss within the organization.

Requires some responsibility for achieving minor economies and/or preventing minor losses through the handling of or accounting for materials, supplies or small amounts of money.

Mathematical Requirements:

Mathematics requires the use of symbols, numbers and formulas to solve mathematical problems.

Uses addition and subtraction, multiplication and division and/or calculates ratios, rates and percentages.

Communications Requirements:

Communications involves the ability to read, write, and speak.

Reads technical instructions, procedures manuals and charts to solve practical problems, such as assembly instruction for tools, routine office equipment operating instructions, and methods and procedures for investigations and in drawing and layout work; composes routine reports and specialized reports, forms, and business letters, with proper format; speaks compound sentences using normal grammar and word form.

Judgment Requirements:

Judgment requirements refer to the frequency and complexity of judgments and decisions given the stability of the work environments, the nature and type of guidance, and the breadth of impact of the judgments and decisions.

Responsible for guiding others, requiring frequent decisions, affecting the individual, co-workers and others who depend on the service or product; works in a somewhat fluid environment with rules and procedures, but many variations from the routine.

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Complexity of Work:

Complexity addresses the analysis, initiative, ingenuity, concentration and creativity, required by the job and the presence of any unusual pressures present in the job.

Performs semi-skilled work involving set procedures and rules, but with frequent problems; requires normal attention with short periods of concentration for accurate results or occasional exposure to unusual pressure.

Impact of Errors:

Impact of errors refers to consequences such as damage to equipment and property, loss of data, exposure of the organization to legal liability, and injury or death for individuals.

The impact of errors is moderately serious – affects work unit and may affect other units or citizens or loss of life could occur but probability is low.

Physical Demands:

Physical demands refer to the requirements for physical exertion and coordination of limb and body movement.

Performs medium to heavy work that involves walking, standing, stooping, lifting, pushing and raising objects and also involves exerting between 20 to 50 pounds of force on a regular and recurring basis and 50 to 100 pounds of force on an occasional basis.

Equipment Usage:

Equipment usage involves responsibility for materials, machines, tools, equipment, work aids, and products.

Handles or uses machines, tools, equipment or work aids involving some latitude for judgment regarding attainment of a standard or in selecting appropriate items.

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Unavoidable Hazards:

Unavoidable hazards refer to the job conditions that may lead to injury or health hazards even though precautions have been taken.

Involves routine and frequent exposure to toxic/caustic chemicals and/or explosives.

Safety of Others:

Safety of others refers to the level of responsibility for the safety of others, either inherent in the job or to ensure the safety of the general public. (Does not include safety of subordinates).

Requires responsibility for the safety and health of others and for occasional enforcement of the laws and standards of public health and safety.

Minimum Education and Experience Requirements:

- Requires High School graduation or GED equivalent
- Emergency Medical Responder course/training.
- No prior experience is required. Previous fire suppression experience preferred.

Special Certifications and Licenses:

- CPR Certification
- Emergency Medical Responder Certification/Training
- Valid SC Driver's License
- Valid SC Driver's License with Fire Apparatus exemption or CDL Class B privileges
- International Fire Service Accreditation Congress Firefighter 2 certification or ProBoard Firefighter 2 certification

Americans with Disabilities Act Compliance

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Greenwood County is an Equal Opportunity Employer. ADA requires Greenwood County to provide adequate accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

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