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| <b>Job Class Code: 7317</b>       | <b>FLSA Status: Partially Exempt</b> |
| <b>Pay Basis: Salary (Annual)</b> | <b>EEO Category: 4</b>               |

**GENERAL DESCRIPTION OF CLASS**

The purpose of the class is to provide protective services and medical treatment for injured or sick persons. The class is responsible for responding to fires or other emergency situations, mitigating the emergency, providing advanced, pre-hospital emergency medical services, transporting patients for further care, training, and preparing related logs, records, and reports. The class works within a general outline of work to be performed; develops work methods and sequences under general supervision.

**TYPICAL TASKS**

- Responds to fire or other emergencies; accesses situation, takes mitigating actions, and rescues persons from danger as required.
- Fights fires or takes actions to mitigate other situations such as natural disasters, hazardous spills, or other dangerous situations.
- Identifies persons requiring immediate care, provides advanced, pre-hospital medical services and transports victims for further medical care.
- Provides technical and professional training and education for emergency response personnel, and others, including certification and re-certification.
- Assists the public by providing safety related services, tours, public presentations or events to promote safety consciousness.
- Makes inspections of apparatus and equipment and notifies supervisor of defects; performs cleaning and maintenance tasks in and about assigned station.
- Assists with fire prevention inspections and planning for fire and other emergency operations; serves on planning boards or committees.
- Performs routine tasks, such as record keeping, data entry, supplies maintenance, faxing, phoning, and copying.
- Attends continuing education or in-service instruction in firefighting methods, equipment operation, rescue procedures, hazardous materials mitigation, medical services, and related subjects.
- Performs other related duties as assigned.

**GENERAL STANDARDS**

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| <b>Data Involvement</b>                 | Gathers, organizes, analyzes, examines, or evaluates data or information and may prescribe action based on such data or information.   |
| <b>Interpersonal/People Involvement</b> | Counsels or instructs others through explanation, demonstration, and supervised practice and makes recommendations based on technical expertise.   |
| <b>Reasoning Requirements</b>           | Performs coordinating work involving guidelines and rules but solves problems constantly.  |
| <b>Mathematical Requirements</b>        | Uses basic algebra involving variables and formulas, basic geometry involving circumferences, areas, and volumes, and computes ratios, rates, and percents.  |
| <b>Language Requirements</b>            | Reads technical instructions, procedures manuals, and charts to solve practical problems; composes routine and specialized reports, forms, and business letters; speaks compound sentences using normal grammar and word form.   |
| <b>Mental Requirements</b>              | Performs specialized technical and entry level professional work requiring general understanding of operating policies and procedures and their application to problems not previously encountered; applies specialized technical and professional principles and practices in the solution of problems; requires normal attention with short periods of concentration for accurate results and occasional exposure to unusual pressure. |

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| <b>Decisions/Supervisory Control</b> | Directs actions of others, making decisions almost constantly, affecting coworkers, crime victims, patients, and others in the general public. |
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**EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS**

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| <b>Vocational/Educational Requirement</b>  | Requires any combination of education and experience equivalent to an associate's degree in fire science and emergency medical services or a closely related field.  |
| <b>Experience</b>                          | In addition to satisfying the vocational/education standards, this class requires a minimum of one year of related, full-time equivalent experience.   |
| <b>Special Certifications and Licenses</b> | Requires a valid driver's license or CDL and a driving record in compliance with City Driving Standards. Special skills and/or equipment certifications including Firefighter and Paramedic are required.  |
| <b>Special Requirements</b>                | Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties. |

**AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS**

The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

*This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.*