

**CITY OF SALINA**  
**POSITION DESCRIPTION**

**CLASS TITLE:** Firefighter / Paramedic      **GR:** PS54      **FLSA:** Non-Exempt      **DATE:** 06/06/2025  
**DEPARTMENT:** Fire      **DIVISION:** Operations  
**REPORTS TO:** Medical Officer/Assigned Supervisor      **APPROVED:** \_\_\_\_\_      **JOB CODE:** 5022

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**GENERAL DESCRIPTION:**

Under general direction, provides advanced life support services and renders medical treatment in emergency situations; engages in fire suppression and fire prevention activities to protect and safeguard lives and property. Work varies, requiring interpretive judgement within prescribed standards and procedures with significant opportunity for discretion and independent action.

**TYPICAL DUTIES:**

- Responds to fire alarms and Emergency Medical Systems (EMS) emergencies with a pumper, ambulance, and ladder or rescue company.
- Performs light and heavy-duty rescue activities using various equipment; uses chemical extinguishers, bars, hooks, lines and other equipment; ventilates burning building; removes persons from danger; performs salvage operations; performs hose evolutions; responds to hazardous material incidents and performs the duties required under operational-level training; raises and climbs ladders.
- Renders Basic Life Support (BLS) and Advanced Life Support (ALS) emergency care to the sick or injured; recognizes and gives appropriate pre-hospital advanced life support intervention of medical and traumatic emergencies; accompanies patient(s) to hospital.
- Performs appropriate assessment to include the establishment of immediate priorities of treatment for multiple emergency victims including history taking and physical examination using inspection, palpation, auscultation, evaluation of neurological status, and gathering of vital signs.
- Participates in Emergency Medical Systems (EMS) and fire drills; attends regular classes in firefighting, emergency medical care, rescue, fire prevention, equipment maintenance and related subjects; studies all assigned material.
- Assists in training new paramedics; checks all ambulance medications for outdate and clarity.
- Posts prepared data and records of own activities; completes various reports using computers; completes patient report and billing forms.
- Performs overtime as required and other duties as assigned.

**SUPERVISION - RESPONSIBILITY FOR WORK OF OTHERS:**

- Supervisory responsibility as a regular assignment.
- Must supervise Emergency Medical Services Team while responding to and during patient treatment on emergency calls.

**MINIMUM EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:**

Any combination of education and experience equivalent to the following:

- High school diploma or G.E.D.
- Must be eighteen (18) years of age at start date of employment.
- Must possess a valid Kansas driver's license.
- Must obtain a valid Kansas Class B commercial driver's license (CDL) within one (1) year from start date of employment.
- Successful candidates are prohibited from smoking or using tobacco products at any time, on or off the job.
- Certification requirements:
  - National Registry or Kansas Paramedic certification.
  - National Incident Management System (NIMS) 100, 200, 700, 800 certifications.
  - Advanced Cardiovascular Life Support (ACLS) certification and Pediatric Advanced Life Support certification or obtain within one (1) year from start date of employment.
  - Candidate Physical Ability Test (CPAT) within prior year or Salina Physical Ability Test (PAT) during hiring process.
  - International Fire Service Training Association (IFSAC) or Pro Board certifications for Firefighter I, Firefighter II, Hazmat Awareness and Hazmat Operations, or obtain within one (1) year from start date of employment.

RESIDENCY REQUIREMENTS: None.

ESSENTIAL JOB FUNCTIONS:

Establish and maintain effective working relationships with fellow employees, officials and the public. (Daily)  
Maintain and safely operate equipment. (Daily)  
Perform fire-fighting activities, including operating pumps and related equipment, laying hose and performing fire combat, containment and extinguishment tasks. (Daily)  
Perform general maintenance work in the upkeep of fire facilities and grounds. (Daily)  
Operate radio and other communication equipment. (Daily)  
Perform emergency activities, including administering emergency medical treatment at advanced life support level. (Daily)  
Check ambulance for correct supplies and equipment. (Daily)  
Perform salvage operations such as throwing salvage covers, sweeping water and removing debris. (Daily)  
Perform inspections of buildings and property within the city for possible fire hazards and for fire safety regulations. (Weekly)  
Operate both manual and automatic transmission vehicles. (Daily)

PHYSICAL REQUIREMENTS OF ESSENTIAL JOB FUNCTIONS:

Work Type: Very heavy, exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.  
Climbing/Balancing: Climb inclines and ladders, uneven surfaces, balance required.  
Walking: Moderate amount required.  
Stooping/Bending: Frequently.  
Stand/Sit: Sit about 50 percent of the time.  
Reaching: Frequent, overhead as well as horizontal.  
Vision: 20/100 correctable to 20/20.  
Color Vision: Ability to distinguish colors.  
Hearing: Adequate to perform essential functions.  
Speech: Frequently express ideas and be understood.  
Eye/Hand/Foot Coordination: Frequently operates equipment and tools requiring moderate ability.  
Manual Dexterity: Frequently operates equipment and tools requiring moderate ability.  
Physical capacity: Maintain minimum VO2Max of 35 or as set by the Occupational Health physician under OSHA 1910.134; successfully complete the fire department physical performance criterion.

ESSENTIAL JOB FUNCTION EXPOSURES:

Inside/Outside: Adverse conditions possible.  
Cold/Heat: Adverse conditions possible, extreme temperatures.  
Wet/Dry: Adverse conditions possible, mud and ice.  
Noise/Vibrations: Significant noise.  
Hazards: Confined spaces, poor visibility, limited mobility and heights.  
Fumes/Dust/Odors: Extensive exposure to dust, fumes and odors.  
Infectious Diseases: High exposure.

MENTAL REQUIREMENTS OF ESSENTIAL JOB FUNCTIONS:

Ability to think logically and quickly during an emergency.  
Ability to work in stressful conditions and meet deadlines.  
Ability to understand and apply elementary physics, chemistry and mechanics.  
Ability to listen to and apply information and instructions.  
Ability to read and comprehend technical written material.  
Ability to organize information for concise written records.  
Ability to understand and apply mathematical concepts accurately.  
Ability to operate a computer using various software.

MACHINES, TOOLS, EQUIPMENT AND WORK AIDS USED:

Telephone (both regular and cellular), radio, calculator, typewriter, fax machine, computer, copying machine, motor vehicle, SCBA, and all emergency response equipment and apparatus.

REMARKS:

The above position description is intended to describe the duties of an employee in general terms and does not necessarily describe all his/her duties.