

Firefighter/Paramedic or Firefighters enrolled in Paramedic school

The City of Converse is currently accepting applications for **Firefighter/Paramedics or Firefighters currently enrolled in Paramedic school**.

Unless extended, the job posting closes at 11:59 PM CST, thirty (30) days after posting; however, the job opening may close earlier depending on the needs of the Department and City.

All interested, qualified persons must read the Job Description shown below and online and timely submit his or her application through the City's Career Portal:

<https://tx-converse.civicplushrms.com/careers/>

Department: Fire

Job Status: Full-Time

Rate of Pay: DOQ; depends on qualifications and experience.

Position Type: Full-Time

Status: Accepting Applications

Details: Time is of the essence in submitting your application. Hours of work often vary and after-hours work is sometimes required. Job may close prior to the posted Close Date, depending on the needs of the Department and City.

Additional Information

Average Work Week: 56 hours per week. Schedule is 48 hours on, 96 hours off.

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Job Advertisement

The City of Converse offers competitive salaries and benefits. We currently offer medical, dental, vision, and long-term disability insurance to employees and the City currently contributes toward the cost of the employee's medical and dental coverage. (Benefits and City contributions will change.) Additional voluntary insurance coverage is available at the employee's option. The City currently contributes 14 percent of an eligible employee's income to his or her Texas Municipal Retirement System account. More information will be made available to applicants upon a job offer by the City.

Disclaimer

This Job Description describes the essential duties and qualifications considered necessary to perform the job successfully. The statements made in each section of this Job Description are not all inclusive and the acceptance of the job described above by an applicant or the holding of a job by an employee does not in any way create a contract between the City and an applicant or employee.

General Job Description

A Firefighter/Paramedic is responsible for performing public safety work involving protection of life and property by engaging in firefighting and using Emergency Medical Services skills. In addition, he/she may engage in fire code enforcement, public education and station and equipment maintenance. He or she works in an outdoor environment subject to extreme temperatures, inclement weather, and intermittent exposure to other hostile environments, confined spaces, and high noise intensity. The Firefighter/Paramedic must be able to carry out all the duties of a Fire Fighter-EMT/-I and Firefighter/EMT-B.

Job Responsibilities

The Firefighter/Paramedic must be able to perform the following essential job duties, with or without reasonable accommodation.

1. In the absence of an officer: Assume command and make critical decisions pertaining to life safety.
2. Participate in fire suppression activities; provide appropriate responses to fires and other emergencies.
3. Conduct complex fire and rescue operations and render aid to those in emergency situations.
4. Operate emergency apparatus including but not limited to driving and pumping vehicles and equipment safely and effectively.
5. Direct and participate in the delivery of emergency medical services up to the EMT-P skill set.
6. Follow policies, procedures and the instructions of supervisors and provide professional leadership and guidance to all fire personnel in all job-related matters.
7. Operate all fire equipment in a safe, lawful manner and in compliance with City policies, procedures, Department Standard Operating Procedures, and instructions from supervisors.
8. Participate in daily operations of Fire Station and ensure readiness for response.
9. Carry out routine, inspection, repair and maintenance of equipment and station.
10. Ventilates burning buildings by opening windows and holes in roofs and floors.
11. Enters data into a personal computer to document incidents and reports.
12. Inspects alarm and fire control systems for compliance with fire code enforcement standards. Inspects buildings for compliance with the IFC (International Fire Code), fire prevention ordinances, etc.
13. Works with cleaning fluids, chemicals, insecticides, and similar solutions using routine and non-routine protective equipment to mitigate hazardous materials incidents.
14. Cleans and maintains Fire Department buildings, apparatus, and grounds.
15. Understand and interpret specialized testing and reporting procedures.
16. Provides fire safety and prevention education to the public.
17. Perform company level inspections of buildings and occupancies.
18. Perform and supervise preplanning of buildings and occupancies.
19. Participate in training to all Fire Department personnel.
20. Document all training provided to personnel.
21. Plan and manage assigned projects; inspect jobsites to assure work quality and assure that jobsites and work activities are in compliance with all laws, regulations, policies and safety standards.
22. Follow City policies and procedures and the instructions and guidance of Fire Department Officers
23. Respond to questions from citizens and agencies.

24. Attend meetings as assigned or required.
25. Use good judgment in all decision-making and in carrying out all job duties.
26. Meet with Fire and other staff members to identify and resolve problems and concerns.
27. Assess and monitor work load, administrative and support systems, and internal reporting; identify opportunities for improvement; and direct and implement appropriate changes.
28. Work effectively both individually and as a teammate: be helpful, cooperative and courteous, and demonstrate a good attitude in all dealings with the public, co-workers and others.
29. Punctual, regular, on-site, in-person attendance is a requirement of the job.
30. Demonstrate initiative and diligence in the prompt and proper completion of all job duties, whether or not listed in this Job Description.
31. Takes up matters affecting his/her job with his/her immediate supervisor and through proper channels.
32. Safeguard City property and recognize and report needed repairs.
33. Work safely, follow safety rules and training, and maintain a clean, safe and healthful working environment.
34. Maintain appropriate confidentiality with regard to City business.
35. Perform other duties as assigned by the Fire Department Officers
36. Ability to work assigned shifts which include weekends, holidays and overtime as required.

Knowledge, Skills and Abilities

Qualifications -

Education and Basic Requirements:

The Firefighter/Paramedic must meet the following minimum requirements.

1. High school graduation or its equivalent.
2. Certification as Basic Firefighter by Texas Commission of Fire Protection.
3. Certification as EMT-P by Texas Department of State Health Services.
4. Certification in CPR.
5. Certification in Advanced PHTLS or ITLS.
6. Certification in ACLS (Advanced Cardiac Life Support).
7. Certification in PALS (Pediatric Advanced Life Support) or PEPP (Pediatric Education for Prehospital Professionals).
8. Satisfactory results of background and employment screening checks including physical exam and drug screening.
9. Have and maintain a clear and valid Texas Class B driver's license within 6 months of hire or assignment date and acceptable driving record.

Other Required Knowledge, Skills and Abilities

The Firefighter/Paramedic must have significant knowledge, skills and abilities in:

1. Comprehensive knowledge of department Standard Operating Procedures and Emergency Medical Protocols.
2. Working knowledge of and ability to safely operate all emergency equipment including but not limited to rescue tools, air bags, rescue jacks, air compressor and cascade system, trench rescue equipment, high angle rescue equipment, aerial apparatus, SCBA and refilling, and oxygen cylinders and refilling.

3. Ability to lead, motivate, supervise, and train, FF/EMT-I and FF/EMT-B personnel.
4. Ability to analyze emergency situations and react quickly, calmly, and correctly to act effectively, giving due regard to hazards and circumstances.
5. Ability to function effectively in emergency situations.
6. Ability to respond in-person to emergency events as requested.
7. Ability to speak, read and understand the English language and possess good verbal and written skills.
8. Establish and maintain effective, cooperative working relationships with City employees, officials, and representatives from other local, state and federal agencies.
9. Significant working knowledge of department's coverage area and the surrounding areas.
10. Working knowledge of department-owned equipment and ability to perform inspections and light routine maintenance.
11. Understand and follow the department's policies and procedures regarding chain of command reporting.
12. Knowledge and ability to perform public education on fire safety and fire prevention.
13. Ability to maintain accurate logs, activity reports and other records.
14. Working knowledge of locally adopted fire and building codes and ability to apply such during company level inspections of buildings and property within the City's jurisdiction.
15. Working knowledge of HIPPA laws in relation to EMS operations and must meet the requirements of patient confidentiality.

Physical Requirements

Physical and Mental Requirements:

In order to successfully achieve the goals of the City, the Firefighter/Paramedic must meet the following physical and mental requirements with or without reasonable accommodation. These requirements are representative, but not all inclusive of the knowledge, skills and abilities required to perform this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform Essential Job Duties.

1. Administers emergency first aid to injured persons.
2. Responds to emergency incidents, fights fires, and utilizes either basic life support (BLS) or advanced life support (ALS), and/or paramedic skills to save lives. Performs searches and rescues inside burning and/or smoke-filled buildings and other life-threatening conditions.
3. Uses firefighting equipment, including fire hoses or apparatus at emergency incidents. Assists in advancing hose lines and making hydrant connections. Directs water streams on fires. Uses axes, pry tools, and pike poles to enter vehicles or structures.
4. Operates hydraulic or pneumatic rescue equipment to rescue trapped or endangered persons and to force entry into locked vehicles or structures; fire apparatus during fire suppression activities; and motor vehicles (automobile and fire apparatus) requiring a Texas Class B exempt/cdl Driver's License.
5. Distinguishes colors to identify National Fire Protection Association (NFPA) 704m System (hazardous materials), and fire chemicals by smoke color.
6. Wears personal protective equipment weighing approximately 70 pounds in high humidity (up to 100 percent) situations that significantly impairs body cooling, in environments with extreme temperature fluctuations (up to 400+ degrees Fahrenheit), and while relying on self-contained breathing apparatus for respiratory ventilation.
7. Works in a variety of weather conditions, including but not limited to extreme heat

and cold, wet and dry, and wind and rain.

8. Uses common hand tools to overhaul a fire scene and perform routine fire apparatus maintenance duties.
9. Moves heavy objects (up to 100 pounds or more) including 5-inch fire hoses, EMS equipment, salvage equipment, smoke ejectors, trauma boxes, and body boards for short distances (150 feet or less) with the assistance of an aid, in performing firefighting and related duties.
10. Works in small, cramped areas when rescuing trapped, endangered, or injured people.
11. Using senses of smell, sight and hearing, detect stimuli including but not limited to natural gas leaks, traffic sounds, sounds of impending building collapse, alarms, sirens, calls for assistance, and other audible signs of alarm or warning in emergency situations.
12. Use hand equipment to dig up ground to fight brush fires and rescue trapped persons from cave-ins.
13. Moves dirt and burned building debris to rescue trapped or endangered persons and to overhaul burned out structures.
14. Uses appropriate Personal Protection Equipment (PPE), including a self-contained breathing apparatus (SCBA), while performing tasks in environments that may be immediately dangerous to life (IDLH atmospheres).
15. Positions and climbs and descends ladders to gain access to upper building levels.
16. Comprehends and makes inferences from environmental circumstances and written material, such as Converse Fire Department Standard Operating Procedures and the IFC.
17. Reads and interprets equipment instructions and preplans to operate equipment in emergency situations.
18. Learns firefighting techniques, firefighting equipment operation, and emergency medical service care through on the job training and in classroom settings.
19. High tolerance of and ability to work and cope with situations involving severe trauma (such as severely injured or lifeless patients).
20. Sit, stand, move around, bend, reach, stretch, push and pull and remain upright for extended periods of time in one room.
21. Must be able to lift and carry objects weighing as much as 100 pounds.
22. The activities and the approximate amounts of time required per day for each are shown below.
 - a. Sitting - 10%
 - b. Walking - 30%
 - c. Bending - 5%
 - d. Standing - 25%
 - e. Lifting and carrying objects weighing 100 pounds or more - 5%
 - f. Pushing or pulling - 10%
 - g. Reaching - 5%
 - h. Moving within and around the ambulance and fire truck - 10%.
22. Must have a high tolerance for smoky and dusty conditions.
23. Ability to work effectively under extreme pressure/stress while performing Essential Job Duties.