



City of Annapolis
Office of Human Resources
 145 Gorman Street, 2nd Fl
 Annapolis, MD 21401-2535

personnel@annapolis.gov • 410-263-7998 • Fax 410-295-7999 • Deaf, hard of hearing or speech disability – Use MD Relay or 711 • www.annapolis.gov

Position Vacancy Announcement

Position	Firefighter/Paramedic (4107) - Previously Trained EMT-I or EMT-P*	Opening date	Oct 26, 2009
Department	Fire	Closing date	Open Until Filled
Salary range	\$37,837.00 - \$63,785.00 (F10)		

***A Previously Trained Candidate will have the following:**

- 1) Career Fire Academy approved by the Fire Chief
- 2) Must have worked in a career department within the last three (3) years
- 3) Must have an NREMT-I or P

General statement of duties

Engages in fire fighting, emergency medical, and rescue and fire prevention activities to protect and safeguard lives and property; assists in maintenance and repair of fire stations and equipment; does related work as required.

Distinguishing features of the class

A Firefighter and Firefighter First Class are responsible for performing hazardous tasks under emergency conditions. Work sometimes involves close contact with toxic gases, explosive mixtures and radioactive materials. A portion of the work consists of the performance of various duties in the maintenance of the fire station, and preventative and corrective maintenance of apparatus and equipment. A Firefighter must readily become familiar with modern fire fighting and fire prevention methods and procedures. The work requires strict adherence to departmental rules and regulations. Supervisors make assignments of specific tasks and indicate methods and procedures to be followed through either oral or written instructions. Work is often performed under close supervision, but the Firefighter should be prepared to determine courses of action independently should the occasion arise. Supervision is occasionally exercised over other firefighters during the absence of a superior officer. Each Firefighter is expected to become a skilled pump operator, driver, ladder person, aerial operator, salvage worker, and fire inspector. A Firefighter conducts most work activity as a member of a close-knit team and is expected to willingly establish effective working relationships with colleagues and assigned team members.

Examples of work (illustrative only)

- Makes openings in burning buildings for ventilation and entrance and cuts holes in roofs and floors when necessary;
- Removes persons from burning buildings and other dangerous conditions;
- Lays and connects hose lines and operates nozzles directing water streams;
- Operates portable fire extinguishers;
- Performs salvage operations at scene of fire such as covering furniture with tarpaulin, mopping floors and clearing debris;
- Drives fire pumpers and ladder and rescue trucks to incidents and prepares for pumping operation by seeing that hydrant connections are made;
- Drives ambulances and small vehicles;
- Pumps water to fire at a designated pressure and sees that suction hose and fire hose are properly located, watches condition of motor and unit during operation and makes necessary adjustments or changes and operates generators;
- Checks engine daily and inspects pumping equipment, ignition, batteries, brakes and other equipment to see that the apparatus is in good working condition and notifies supervisor of any defect;
- Participates in periodic fire drills and individual and group training courses including fire fighting theory and practices, emergency medical techniques, hydraulics, hazardous materials, rescue techniques, and use of tools and equipment;
- Works as a crew member or vessel operator on a fireboat, performing duties including but not limited to the following tasks: search and rescue, marine firefighting, water rescue, environmental salvage work, and other tasks as required in the marine environment;

- Works as a Hazardous Materials Technician sometimes in fully encapsulated air-tight protective ensemble, working with hazardous chemicals and substances, chemical weapons, biological weapons, and radiological weapons. Work typically includes decontamination and containment of materials and providing emergency medical care to persons exposed to materials;
- Studies fire fighting manuals and text books;
- Makes periodic inspections of buildings for fire hazards and makes recommendations for improvements;
- Gives emergency medical treatment to injured persons involving the application of modern emergency medical techniques;
- Checks and services fire hydrants for operation and physical condition;
- Performs a wide variety of routine tasks in connection with the maintenance of fire station quarters and grounds;
- Keeps records, makes reports;
- Completes forms, generates correspondence and memoranda, word processing, maintains databases(s) and creates and updates spreadsheets;
- Other duties as they relate to the essential functions of the position.

Required knowledge, skills and abilities

Ability to get along well with others; willingness to perform any assigned task; ability to understand and follow oral and written instructions; ability to keep simple records and make reports; aptitude for mechanical work under adverse conditions; excellent physical condition, certification as Fire Fighter II (FFII) upon graduation from a fire academy; graduation from high school, GED or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

Acceptable experience and training

- Must have a valid Maryland driver's license or a driver's license that is approved by the Fire Chief
- Must be able to readily acquire a valid driver's license to operate all fire department apparatus;
- Must have the ability to readily acquire a Maryland EMT-B certification, EMT-P and/or EMT-I license and the corresponding National registry Certification;
- At times, positions may require applicants to currently possess of a Maryland EMT-P or EMT-I license and the corresponding National Registry Certification.

Americans with Disabilities Act

Physical ability	ability to lift heavy objects or persons in the course of rescue/fire suppression activities; ability to climb ladders, haul hose, wear/carry required protective clothing and gear in course of training or rescue and fire suppression activities, to operate emergency medical extrication equipment; ability to efficiently operate emergency medical equipment; ability to withstand working outside in all extreme weather conditions.
Visual ability	sufficient to operate fire vehicle by both day and night, to observe emergency scene, to observe fire code violations, to read and write reports, correspondence, etc.
Hearing ability	sufficient to understand radio transmissions, conversation with other individuals both in person and over a telephone.
Speaking ability	Sufficient to communicate effectively with other individuals in person and over a telephone and/or radio.

Freedom from mental disorders which would interfere with performance of duties as described.

Application process

Candidates must complete a City of Annapolis application form. The application must be postmarked, or received in the City of Annapolis Department of Human Resources office by 4:30 p.m. on the closing date.

All qualified applicants will receive consideration for employment, without regard to political or religious opinion or affiliation, race, creed, color, sex, national origin, marital status, physical or mental disability, sexual orientation or genetic information. The City of Annapolis is an Equal Employment Opportunity/ADA Compliant Employer.