



DAWSON COUNTY GOVERNMENT  
25 Justice Way, Suite 2233  
Dawsonville, GA 30534  
(706) 344-3501

FIREFIGHTER/PARAMEDIC  
Dawson County Emergency Services  
Part-Time/Hourly/Non-Exempt

## **JOB SUMMARY**

Perform a variety of emergency operations and paramedic duties to protect lives and property in simultaneous fire suppression, search and rescue, patient care activities and assure that all emergency equipment remains ready at all times to respond to emergency and non-emergency situations.

## **ESSENTIAL DUTIES**

- Respond to all emergency calls for life threatening situations; fight fires and perform search and rescue; implement all actions necessary to save lives and property; assist with emergency medical treatment and patient care.
- Perform advanced medical procedures as a paramedic, including ECG interpretation, endotracheal intubation, and drug administration, advanced trauma life support.
- Assist in maintaining the scene to correct life-threatening situations and/or extricate patients.
- Conduct triage of multiple injury accidents, determine severity of injuries, immobilize patients, provide emergency medical treatment and medication, transport patients, and relinquish care to emergency room staff.
- Maintain basic and advanced life-support equipment, fire equipment and apparatus; assure that all equipment is functioning properly; check medical supply inventory each morning; report any equipment malfunction or missing supplies immediately to the “officer in charge”.
- Participate in continuing education, training, and drill activity to achieve certification and to maintain required skills to assure adequate health and physical strength.
- Keep station grounds clean and neat; cut grass, paint where needed, wash and scrub floors, etc.
- Attend training classes to gain familiarity with geography of the area; learn roads and alternative routes to populated area and learn fire hydrant locations.
- May assist with public relations duties, present effective programs and assist with instruction for various groups on emergency medical treatment and fire safety and prevention techniques.

- Dawson County Emergency Medical Technicians are required to respond to any or all emergency calls for fire suppression, search and rescue as first-line firefighters.
- May need to assume responsibilities of an “officer in charge” for a small station or be assigned to drive a Medical Unit or Rescue Vehicle.
- Perform other related duties as required.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

### **KNOWLEDGE OF:**

- National Incident Management System
- Symptoms of illnesses and traumatic injuries
- Firefighting principles and techniques.
- Local geography, streets and hospitals

### **SKILL IN:**

- Operating such tools and equipment as breathing apparatus, cardiac monitor, chainsaws, extrication devices, fire hoses and nozzles, generators, intravenous setups, oxygen tanks, radio and other various hand tools.
- Operation of ambulance and fire apparatus  
Performing emergency medical treatment and life support procedures.
- Verbal and written communication.

### **ABILITY TO:**

- Perform strenuous work under adverse conditions for a sustained period of time, including the ability to react quickly and calmly in emergency situations.
- Communicate clearly and effectively, both orally and in writing

## **CONTACTS**

- Contacts are typically co-workers, other departmental employees, other emergency response agencies, medical facilities staff, and the general public.
- Contacts are typically to exchange information and provide services.

## ADA MINIMUM REQUIREMENTS

**Scope of Performance:** The purpose of this position is to perform skilled emergency work in the protection of life and property from fire and other hazards; the treatment of emergency medical problems and emergency rescue; public fire education and information; training; equipment checks, tests and maintenance; and building and grounds service and maintenance.

**Physical Ability:** Tasks require the ability to exert strenuous physical effort in work which may include some lifting, carrying, pushing and/or pulling of objects and materials of moderate to heavy weight (50-200 pounds) for sustained periods of time. Duties require the ability to operate a motor vehicle, various medical equipment, and hand tools.

**Environmental Factors:** Essential functions are regularly performed with exposure to adverse environmental conditions including inclement weather. Duties may involve exposure to substances (chemicals and gases) requiring special precautions including protective clothing. The work environment routinely involves imminent danger from conditions or events which cannot be fully anticipated or protected against, and which exposes the incumbent to life threatening situations.

## SUPERVISORY AND MANAGEMENT RESPONSIBILITY

The employee works under the general and technical supervision of a Fire Captain; reports to Fire Department Chain of Command including but not limited to Fire Lieutenant, Fire Captain, Battalion Chief, and Chief Staff.

## MINIMUM QUALIFICATIONS / CERTIFICATIONS

- High School Diploma or G.E.D.
- GA State Certified Paramedic or National Registry.
- Advanced Cardiac Life Support (ACLS) Certification
- NPQ Firefighter I
- NPQ Hazardous Materials Awareness
- NPQ Hazardous Materials Operations
- Basic Life Support Certification (BLS)
- Valid Class E or F Driver's License and a satisfactory Motor Vehicle Record (MVR).
- Must meet all in-house testing requirements.
- Applicant must pass a background check and drug screening.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. The job description does not constitute an employment

agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I have read the above job description and understand the requirements.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_