



# Munford Fire Department

1375 Munford Avenue      Munford, Tn. 38058  
(901) 837-5960      911 Emergency      (901) 837-5962 (Fax)

[www.munford.com/fire](http://www.munford.com/fire)

Alan Barkelew, Chief  
[abarkelew@munford.com](mailto:abarkelew@munford.com)

## Job Description

### Firefighter/AEMT

#### DEFINITION:

The employee is responsible for work performed in combating, extinguishing, and preventing fires, and protection of life and property through firefighting, rescue activities & emergency medical services at the Advanced Emergency Medical Technician (AEMT) level. Duties also include other support services under close supervision of shift supervisor. Independent judgment is used according to the situation and sometimes different courses of action must be considered to complete the task. The firefighter/AEMT must have initiative, leadership qualities and be a responsible person.

#### EQUIPMENT/JOB LOCATION:

- The employee will operate firefighting equipment to include: nozzles, hoses, self-contained breathing apparatus, power saw, generators, and other related equipment.
- Part of duty time is taken up in city-wide inspections, performing supervised training, and maintaining equipment and quarters.
- All firefighting and emergency operations must be performed during all kinds of weather conditions.
- The employee is exposed to extreme heat, smoke, hazardous chemicals, all types of medical emergencies and falling materials.
- The employee shall be required to perform work related to site specific rescue operations which may include, but are not limited to the use of the “Jaws of Life” and other power tools and rescue equipment.

#### ESSENTIAL FUNCTIONS OF THE JOB:

- Responds to fire alarms, connects hose, holds nozzle and directs water streams, and other related jobs as relative to fire suppression.

- Forces entry of premises for firefighting; rescue and salvage operations; uses chemical fire extinguishers, bars, hooks, lines, and other equipment.
- Removes persons from danger, administers first aid at the AEMT level and provides pre-hospital LIFE SUPPORT care to victims of injury or illness.
- The employee will respond on Emergency Medical calls and provide EMS care to patients under his/her level of EMS Training and operate all types of EMS equipment
- Performs complex diagnostic and medical procedures including but not limited to: intravenous cannulation, endotracheal intubation and administration of various medications
- Positions and climbs ladders to gain access to upper levels of buildings.
- Performs salvage operations such as throwing covers, sweeping water and removing debris.
- Carries charged hose line into structure for fire suppression.
- Physically able to wear complete set of protective clothing and self-contained breathing apparatus.
- Participates in fire drills and attends training classes in firefighting, first-aid, and related subjects.
- Performance of hazardous tasks under emergency conditions that may involve extreme exertion under such handicaps as smoke and cramped surroundings.
- Performs extreme strenuous and physical labor for extended periods under some unfavorable climatic conditions, frequently lifting objects weighing 100 pounds or more.
- Performs duties requiring bending, crouching, stooping, climbing and crawling in buildings or close quarters that may be filled with smoke.
- Responds to emergency calls and provides basic and advanced medical services, directs the on-site work of emergency support staff, assist in the emergency transportation of patients to medical facilities as required
- Checks medications and equipment daily to ensure proper control and inventory.

#### **ADDITIONAL EXAMPLES OF WORK PERFORMED:**

(Any one position may not include all of the duties listed or duties which may be performed.)

- Performs general maintenance work in the up-keep of fire department property: cleans and washes walls and floors, makes minor repairs, wash and dry hoses, cut trim & edge grass with power equipment, wash windows, paint, and otherwise maintains quarters.
- Operate departmental radio communications on special assignments, receives alarms, and notifies appropriate personnel, summons on-call personnel.
- Participates in annual hose test, which involves unloading testing and reloading fire hose back on truck.
- Participates in flow testing fire hydrants, which involves taking caps off hydrant and opening up hydrant and checking water flow.
- Participates in fire hydrant maintenance, which involves lubricating, painting, weed removal, and other maintenance of fire hydrants throughout the district.

- Must be able to operate, drive and perform all aspects related to driving, pumping of fire related equipment. Required to transfer, lift and move patients while employing appropriate safety and lifting techniques

### **REQUIRED KNOWLEDGE AND ABILITIES:**

- Knowledge of fire prevention and State and City regulations as applied to fire fighting and prevention.
- Knowledge of geographic area of the City & County
- Knowledge of Firefighting equipment and its intended uses
- Principles and practices of providing emergency medical care at the AEMT level
- Principles and practices of Cardiac monitors, defibrillators and medications
- Ability to react quickly and calmly in an emergency situation and to determine the proper course of action.
- Ability to learn to operate a variety of fire-fighting & EMS equipment.
- Ability to learn to operate all fire apparatus safely.
- Ability to work under extreme weather conditions and dangerous heights.
- Ability to understand and follow oral and written instruction.
- Ability to establish and maintain an effective working relationship with the public and other employees.
- Ability to wear heavy protective clothing for extended periods of time.
- Ability to climb ladders.
- Ability to operate power equipment.
- Ability to physically, mentally climb to different heights and function in close quarters.

### **MINIMUM QUALIFICATIONS:**

- Must have high school diploma or equivalent.
- Must be at least 21 years of age
- Must possess a valid driver's license issued by the State of Tennessee.
- Minimum certification level of Tn. Commission Fire Fighter I, II and Live Burn
- Minimum current EMS level of Advanced Emergency Medical Technician (AEMT)
- Minimum Tn. Commission level up to Haz-Mat- Operations – Tech with-in 24 months
- Must pass a medical examination by licensed physician.
- Must speak and understand the English language fluently
- Must be able to write legibly and use proper grammar to complete necessary reports
- Must have no mental or physical disabilities that would affect job performance
- Must be able to work 24-hour shifts
- Must be record free of any felony and/or misdemeanor convictions and pass the required background investigation
- Must have initiative
- Must be responsible
- Must have leadership qualities

