



# Town of Wytheville

## Job Opening

### Firefighter / EMT, AEMT, EMT-I, or Paramedic

**DEPARTMENT:** Fire & Rescue

**FLSA DESIGNATION:** Non-Exempt

**POSTED:** 08/19/24

**PAY RANGE:** Pay Range is dependent on education, experience, and certifications.

Firefighter/EMT: \$34,590 to \$49,875

Firefighter/Advanced EMT: \$38,043 to \$54,867

Firefighter/EMT Intermediate: \$41,870 to \$60,372

Firefighter/Paramedic: \$46,051 to \$66,414

**POSITION SUMMARY:** This position will perform emergency medical care, transportation, and protective service work related to fire response and emergency medical services. Engages in hazard mitigation, and property conservation in response to incidents such as medical emergencies, fires, and hazardous materials incidents. The hiring level of the position will depend upon the overall qualifications and job-related certifications of the selected candidate. Position is Full-Time with generous benefits, including VRS retirement, paid holidays, vacation/sick leave, health plan options and more.

➔ **Job Descriptions for the different EMS certification levels are attached.**

**MINIMUM REQUIRED QUALIFICATIONS:** Any combination of education and experience equivalent to graduation from high school or GED, supplemented by specialized EMS, Fire, and Rescue training. Must possess a valid Driver's License. Must be able to meet the Department's physical standards. Must be able to obtain Firefighter I, Basic Pump Operator, NIMS 100, 200, 700, and 800, and Mass Casualty I and II certifications within 18 months of employment, if hired.

Applicants must possess a valid Virginia or National Registry **Emergency Medical Technician, Advanced Emergency Medical Technician, Emergency Medical Technician – Intermediate, or Paramedic Certification** and have successfully completed an **Emergency Vehicle Operators Course (EVOC)**. EMT- Intermediate or Paramedic level candidates must possess **Advanced Cardiac Life Support (ACLS)** and **Pediatric Advanced Life Support (PALS)** certifications.

**HOW TO APPLY:** Applications are available online at <https://www.wytheville.org/docs/general/employment-application.pdf>, or by visiting the Lobby of the Town Municipal Building at 150 E. Monroe St., Wytheville, VA.

Please send a completed applications via email to: [human.resources@wytheville.org](mailto:human.resources@wytheville.org), or drop off completed applications in person to the Department of Human Resources application drop box, also located in the Town Municipal Building's Lobby.

**CLOSING DATE:** Applications must be submitted by **5:00 PM on September 3, 2024**, to be considered.

**The Town of Wytheville is an Equal Opportunity Employer**

## POSITION DESCRIPTION

### **Class Title: Firefighter/EMT**

Department: Fire & Rescue

FLSA Status: Non-exempt

Effective Date: 9/07/23

### **GENERAL PURPOSE**

Performs difficult life safety and protective services work in regard to providing fire and emergency medical services. Provide out of hospital emergency medical care and transportation for critical and emergent patients who access the emergency medical services (EMS) system. The EMT has the basic knowledge and skills necessary to stabilize and safely transport patients ranging from non-emergency and routine medical transports to life threatening emergencies. Engages in life safety, hazard mitigation, and property conservations in response to incidents such as medical emergencies, fires, and hazardous materials incidents.

### **SUPERVISION RECEIVED**

Works under the supervision of the Shift Captain.

### **SUPERVISION EXERCISED**

None

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

*Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Acts in the capacity of a Virginia certified *Emergency Medical Technician*.
- Provides basic life support skills and other EMS stabilization procedures to the level of certification.
- Performs patient extraction from potentially life-threatening situations.
- Performs duties related to fire suppression, vehicle and technical rescue, and hazardous material incident response.
- Prepares accurate records and reports as required for State of Virginia Fire and EMS reporting.
- Drives and operates emergency equipment and vehicles as certified and required.
- Assists in maintenance of equipment related to Fire and Rescue services.
- Assists in maintenance of buildings and grounds related to the Fire and Rescue Department.
- Assists in maintenance of vehicles related to Fire and Rescue Department.
- Replenishes supplies and materials as needed.
- Assist in providing EMS and General Fire Safety training to the public.
- Assist with Community Risk Reduction programs and strategies.

- Prepares and updates pre-fire plan information.
- Performs other duties as may be assigned in reference to EMS, Fire, and Emergency Services.

## **REQUIRED MINIMUM QUALIFICATIONS**

Any combination of education and experience equivalent to graduation from high school or GED supplemented by specialized EMS, Fire, and Rescue training. Must possess a valid Driver's License. Must possess Virginia or National Registry *Emergency Medical Technician* certification, CPR certification, and Emergency Vehicle Operators Course (EVOC). Prefer 2 years of experience as an EMT.

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

Working knowledge of modern fire suppression and prevention; Working knowledge of emergency medical services and resuscitation techniques; Working knowledge of applicable laws, ordinances, departmental standard operating procedures, and regulations.

Skill in the operation of listed tools and equipment.

Ability to perform work requiring good physical condition, ability to communicate effectively, both verbally and in writing, and ability to handle stressful situations.

Ability to follow verbal and written instructions.

Ability to establish effective working relationships with members, other agencies, and the public.

Ability to work independently and take initiative, as well as in teams.

## **SPECIAL REQUIREMENTS**

(A) Ability to meet Department's physical standards.

(B) Must be able to obtain Firefighter I firefighter, Basic Pump Operator, NIMS 100, 200, 700, and 800 and Mass Casualty I and II within 18 months of employment. Continuation of employment will be dependent on maintaining certification requirements.

## **TOOLS AND EQUIPMENT USED**

Variety of fire trucks, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, cell phone, and phone, computer-aided systems, fax machines, and copy machines.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk, hear, stand, walk, use hands to finger, handle, or operate objects, tools, or controls and reach with hands and arms. The employee is occasionally required to climb, stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

**WORK ENVIRONMENT**

This work requires the occasional exertion of up to 10 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires reaching with hands and arms and repetitive motions and occasionally requires standing, walking and stooping, kneeling, crouching or crawling; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data and observing general surroundings and activities; work occasionally requires working near moving mechanical parts, exposure to fumes or airborne particles, exposure to outdoor weather conditions and exposure to the risk of electrical shock; work is generally in a moderately noisy location (e.g. business office, light traffic). Must be able to wear and operate self-contained breathing apparatus. Must be able to work in an IDLH atmosphere when needed. Candidate must be able to lift 100 lbs. Candidate must be able to work in stressful, demanding and hazardous environments. Work is normally performed on a 24-hour shift basis.

**SELECTION GUIDELINES**

Formal application, rating of education and experience, oral interview, criminal background check, driving records, physical examination, psychological examination, physical agility test, written test, and job-related test may be required.

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.

Approval: \_\_\_\_\_  
Department Head

Approval: \_\_\_\_\_  
Appointing Authority

Revision History: November 22, 1999, April 10, 2009, November 20, 2013, January 12, 2015, January 10, 2019, June 6, 2021, December 12, 2022, May 23, 2023

## POSITION DESCRIPTION

### **Class Title: Firefighter/Advanced EMT (AEMT)**

Department: Fire & Rescue

FLSA Status: Non-exempt

Effective Date: 9/07/23

### **GENERAL PURPOSE**

Performs basic and limited advanced emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This includes performing difficult life safety and protective services work in regard to fire and emergency medical services. Engages in life safety, hazard mitigation, and property conservations in response to incidents such as medical emergencies, fires, and hazardous materials incidents.

### **SUPERVISION RECEIVED**

Works under the supervision of the Shift Captain.

### **SUPERVISION EXERCISED**

None

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

*Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Acts in the capacity of a Virginia certified *Advanced Emergency Medical Technician*.
- Provides basic and advanced life support skills and other EMS stabilization procedures to the level of certification.
- Performs patient extraction from potentially life-threatening situations.
- Performs duties related to fire suppression, vehicle and technical rescue, and hazardous material incident response.
- Prepares accurate records and reports as required for State of Virginia Fire and EMS reporting.
- Drives and operates emergency equipment and vehicles as certified and required.
- Assists in maintenance of equipment related to Fire and Rescue services.
- Assists in maintenance of buildings and grounds related to the Fire and Rescue Department.
- Assists in maintenance of vehicles related to Fire and Rescue Department.
- Replenishes supplies and materials as needed.
- Assist in providing EMS and General Fire Safety training to the public.
- Assist with Community Risk Reduction programs and strategies.
- Prepares and updates pre-fire plan information.

- Performs other duties as may be assigned in reference to EMS, Fire, and Emergency Services.

## **REQUIRED MINIMUM QUALIFICATIONS**

Any combination of education and experience equivalent to graduation from high school or GED supplemented by specialized EMS, Fire, and Rescue training. Must possess a valid Driver's License. Must possess Virginia or National Registry *Advanced Emergency Medical Technician* certification, CPR certification, and Emergency Vehicle Operators Course (EVOC). Prefer 2 years of experience as an *Advanced EMT*.

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

Working knowledge of modern fire suppression and prevention; Working knowledge of emergency medical services and resuscitation techniques; Working knowledge of applicable laws, ordinances, departmental standard operating procedures, and regulations.

Skill in the operation of listed tools and equipment.

Ability to perform work requiring good physical condition, ability to communicate effectively, both verbally and in writing, and ability to handle stressful situations.

Ability to follow verbal and written instructions.

Ability to establish effective working relationships with members, other agencies, and the public.

Ability to work independently and take initiative, as well as in teams.

## **SPECIAL REQUIREMENTS**

(A) Ability to meet Department's physical standards.

(B) Must be able to obtain Firefighter I firefighter, Basic Pump Operator, NIMS 100, 200, 700, and 800 and Mass Casualty I and II within 18 months of employment. Continuation of employment will be dependent on maintaining certification requirements.

## **TOOLS AND EQUIPMENT USED**

Variety of fire trucks, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, cell phone, and phone, computer-aided systems, fax machines, and copy machines.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk, hear, stand, walk, use hands to finger, handle, or operate objects, tools, or controls and reach with hands and arms. The employee is occasionally required to climb, stoop, kneel, crouch, or crawl.

The employee must occasionally lift and or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

**WORK ENVIRONMENT**

This work requires the occasional exertion of up to 10 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires reaching with hands and arms and repetitive motions and occasionally requires standing, walking and stooping, kneeling, crouching or crawling; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data and observing general surroundings and activities; work occasionally requires working near moving mechanical parts, exposure to fumes or airborne particles, exposure to outdoor weather conditions and exposure to the risk of electrical shock; work is generally in a moderately noisy location (e.g. business office, light traffic). Must be able to wear and operate self-contained breathing apparatus. Must be able to work in an IDLH atmosphere when needed. Candidate must be able to lift 100 lbs. Candidate must be able to work in stressful, demanding and hazardous environments. Work is normally performed on a 24-hour shift basis.

**SELECTION GUIDELINES**

Formal application, rating of education and experience, oral interview, criminal background check, driving records, physical examination, psychological examination, physical agility test, written test, and job-related test may be required.

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.

Approval: \_\_\_\_\_ Approval: \_\_\_\_\_  
Department Head Appointing Authority

Revision History: November 22, 1999, April 10, 2009, November 20, 2013, January 12, 2015, January 10, 2019, June 6, 2021, December 12, 2022, May 23, 2023

## POSITION DESCRIPTION

### **Class Title: Firefighter/EMT – Intermediate**

Department: Fire & Rescue

FLSA Status: Non-exempt

Effective Date: 9/07/23

### **GENERAL PURPOSE**

Performs difficult life safety and protective services work in regard to providing fire and emergency medical services. Engages in life safety, hazard mitigation, and property conservations in response to incidents such as medical emergencies, fires, and hazardous materials incidents.

### **SUPERVISION RECEIVED**

Works under the supervision of the Shift Captain.

### **SUPERVISION EXERCISED**

None

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

*Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Acts in the capacity of a Virginia certified *Emergency Medical Technician – Intermediate*.
- Provides basic and advanced life support skills and other EMS stabilization procedures to the level of certification.
- Performs patient extraction from potentially life-threatening situations.
- Performs duties related to fire suppression, vehicle and technical rescue, and hazardous material incident response.
- Prepares accurate records and reports as required for State of Virginia Fire and EMS reporting.
- Drives and operates emergency equipment and vehicles as certified and required.
- Assists in maintenance of equipment related to Fire and Rescue services.
- Assists in maintenance of buildings and grounds related to the Fire and Rescue Department.
- Assists in maintenance of vehicles related to Fire and Rescue Department.
- Replenishes supplies and materials as needed.
- Assist in providing EMS and General Fire Safety training to the public.
- Assist with Community Risk Reduction programs and strategies.
- Prepares and updates pre-fire plan information.
- Performs other duties as may be assigned in reference to EMS, Fire, and Emergency Services.



## **REQUIRED MINIMUM QUALIFICATIONS**

Any combination of education and experience equivalent to graduation from high school or GED supplemented by specialized EMS, Fire, and Rescue training. Must possess a valid Driver's License. Must possess Virginia or National Registry *Emergency Medical Technician – Intermediate* certification, CPR, Emergency Vehicle Operators Course (EVOC), Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS). Prefer 2 years of experience as an *EMT – Intermediate*.

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

Working knowledge of modern fire suppression and prevention; Working knowledge of emergency medical services and resuscitation techniques; Working knowledge of applicable laws, ordinances, departmental standard operating procedures, and regulations.

Skill in the operation of listed tools and equipment.

Ability to perform work requiring good physical condition, ability to communicate effectively, both verbally and in writing, and ability to handle stressful situations.

Ability to follow verbal and written instructions.

Ability to establish effective working relationships with members, other agencies, and the public.

Ability to work independently and take initiative, as well as in a team.

## **SPECIAL REQUIREMENTS**

(A) Ability to meet Department's physical standards.

(B) Must be able to obtain Firefighter I firefighter, Basic Pump Operator, NIMS 100, 200, 700, and 800 and Mass Casualty I and II within 18 months of employment. Continuation of employment will be dependent on maintaining certification requirements.

## **TOOLS AND EQUIPMENT USED**

Variety of fire trucks, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, cell phone, and phone, computer-aided systems, fax machines, and copy machines.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk, hear, stand, walk, use hands to finger, handle, or operate objects, tools, or controls and reach with hands and arms. The

employee is occasionally required to climb, stoop, kneel, crouch, or crawl.

The employee must occasionally lift and or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

**WORK ENVIRONMENT**

This work requires the occasional exertion of up to 10 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires reaching with hands and arms and repetitive motions and occasionally requires standing, walking and stooping, kneeling, crouching or crawling; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data and observing general surroundings and activities; work occasionally requires working near moving mechanical parts, exposure to fumes or airborne particles, exposure to outdoor weather conditions and exposure to the risk of electrical shock; work is generally in a moderately noisy location (e.g. business office, light traffic). Must be able to wear and operate self-contained breathing apparatus. Must be able to work in an IDLH atmosphere when needed. Candidate must be able to lift 100 lbs. Candidate must be able to work in stressful, demanding and hazardous environments. Work is normally performed on a 24-hour basis.

**SELECTION GUIDELINES**

Formal application, rating of education and experience, oral interview, criminal background check, driving records, physical examination, psychological examination, physical agility test, written test, and job-related test may be required.

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.

Approval: \_\_\_\_\_  
Department Head

Approval: \_\_\_\_\_  
Appointing Authority

Revision History: November 22, 1999, April 10, 2009, November 20, 2013, January 12, 2015, January 10, 2019, June 6, 2021, December 12, 2022, May 23, 2023

## POSITION DESCRIPTION

### **Class Title: Firefighter/EMT – Paramedic**

Department: Fire & Rescue

FLSA Status: Non-exempt

Effective Date: 9/07/23

### **GENERAL PURPOSE**

Performs difficult life safety and protective services work in regard to fire and emergency medical services. Provides advanced emergency medical care for critical and emergent patients who access the emergency medical system. The *Firefighter/EMT – Paramedic* possesses the complex knowledge and skills necessary to provide patient care and transportation. Engages in life safety, hazard mitigation, and property conservations in response to incidents such as medical emergencies, fires, and hazardous materials incidents.

### **SUPERVISION RECEIVED**

Works under the supervision of the Shift Captain.

### **SUPERVISION EXERCISED**

None

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

*Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Acts in the capacity of a Virginia certified *Emergency Medical Technician – Paramedic*.
- Provides basic and advanced life support skills and other EMS stabilization procedures to the level of certification.
- Performs patient extraction from potentially life-threatening situations.
- Performs duties related to fire suppression, vehicle and technical rescue, and hazardous material incident response.
- Prepares accurate records and reports as required for State of Virginia Fire and EMS reporting.
- Drives and operates emergency equipment and vehicles as certified and required.
- Assists in maintenance of equipment related to Fire and Rescue services.
- Assists in maintenance of buildings and grounds related to the Fire and Rescue Department.
- Assists in maintenance of vehicles related to Fire and Rescue Department.
- Replenishes supplies and materials as needed.
- Assist in providing EMS and General Fire Safety training to the public.
- Assist with Community Risk Reduction programs and strategies.

- Prepares and updates pre-fire plan information.
- Performs other duties as may be assigned in reference to EMS, Fire, and Emergency Services.

## **REQUIRED MINIMUM QUALIFICATIONS**

Any combination of education and experience equivalent to graduation from high school or GED supplemented by specialized EMS, Fire, and Rescue training. Must possess a valid Driver's License. Must possess Virginia or National Registry *Emergency Medical Technician – Paramedic* certification, CPR, Emergency Vehicle Operators Course (EVOC), Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS). Prefer 2 years of experience as an *EMT – Paramedic*.

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

Working knowledge of modern fire suppression and prevention; Working knowledge of emergency medical services and resuscitation techniques; Working knowledge of applicable laws, ordinances, departmental standard operating procedures, and regulations.

Skill in the operation of listed tools and equipment.

Ability to perform work requiring good physical condition, ability to communicate effectively, both verbally and in writing, and ability to handle stressful situations.

Ability to follow verbal and written instructions.

Ability to establish effective working relationships with members, other agencies, and the public.

Ability to work independently and take initiative, as well as in teams.

## **SPECIAL REQUIREMENTS**

(A) Ability to meet Department's physical standards.

(B) Must be able to obtain Firefighter I firefighter, Basic Pump Operator, NIMS 100, 200, 700, and 800 and Mass Casualty I and II within 18 months of employment. Continuation of employment will be dependent on maintaining certification requirements.

## **TOOLS AND EQUIPMENT USED**

Variety of fire trucks, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, cell phone, and phone, computer-aided systems, fax machines, and copy machines.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk, hear, stand, walk, use hands to finger, handle, or operate objects, tools, or controls and reach with hands and arms. The employee is occasionally required to climb, stoop, kneel, crouch, or crawl.

The employee must occasionally lift and or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

**WORK ENVIRONMENT**

This work requires the occasional exertion of up to 10 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires reaching with hands and arms and repetitive motions and occasionally requires standing, walking and stooping, kneeling, crouching or crawling; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data and observing general surroundings and activities; work occasionally requires working near moving mechanical parts, exposure to fumes or airborne particles, exposure to outdoor weather conditions and exposure to the risk of electrical shock; work is generally in a moderately noisy location (e.g. business office, light traffic). Must be able to wear and operate self-contained breathing apparatus. Must be able to work in an IDLH atmosphere when needed. Candidate must be able to lift 100 lbs. Candidate must be able to work in stressful, demanding and hazardous environments. Work is normally performed on a 24-hour shift basis.

**SELECTION GUIDELINES**

Formal application, rating of education and experience, oral interview, criminal background check, driving records, physical examination, psychological examination, physical agility test, written test, and job-related test may be required.

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.

Approval: \_\_\_\_\_  
Department Head

Approval: \_\_\_\_\_  
Appointing Authority

Revision History: November 22, 1999, April 10, 2009, November 20, 2013, January 12, 2015, January 10, 2019, June 6, 2021, December 12, 2022, May 23, 2023