

# Letts Community Volunteer Fire Department, Inc.

## Paid Firefighter/EMT Position

The Letts Community Volunteer Fire Department, Inc is recruiting to fill positions for Firefighter/EMT. The Firefighter/EMT engages directly in fire prevention and fire-fighting activities to protect and safeguard lives and property; responds to emergency calls for EMT services; assists in maintenance and repair of fire and emergency medical service stations and equipment; and other appropriate duties as assigned by or through the fire chief

### Examples of Duties

An employee in this class is responsible for performing hazardous tasks under emergency conditions. In addition to responding to calls for EMT assistance/transfers and alarms of fire, a portion of a Firefighter/EMT's work consists of the performance of various duties in the maintenance of the fire and emergency medical service station, and the preventative and corrective maintenance of trucks and equipment. A Firefighter/EMT should readily become familiar with modern fire-fighting and prevention methods and procedures after entrance on duty. Superiors make assignments of specific tasks and indicate methods and procedures to be followed. Work is under close supervision most of the time, but there are times when courses of action must be determined by the Firefighter/EMT. Each Firefighter/EMT should become a skilled driver, pump operator, ladder operator, salvage worker, and fire inspector within a reasonable time from the time of appointment, at which time the employee would be tested for proficiency in every phase of operations.

### Typical Qualifications

- Provides EMT services at emergency scenes involving injuries, life-threatening situations and deaths;
- Provides EMT services on interfacility transfers;
- Serves as driver of a rescue unit;
- Removes persons from burning buildings;
- Operates pumper truck and other fire-fighting equipment;
- Lays and connects hose lines and operates nozzles directing water streams;
- Operates ladder truck and other equipment for high level fire-fighting;
- Performs salvage operations at scene of fire, such as covering furniture with tarpaulin, mopping floors and clearing debris;
- Operates radio equipment;
- Cleans, maintains and makes repairs to fire-fighting and emergency medical service equipment;
- Participates in fire drills, individual and group training courses (including fire-fighting theory and practices) and first-aid techniques;
- Participates in training sessions to maintain EMT status;
- Checks fire hydrants and draft basins for operating and physical condition;
- Performs a wide variety of routine tasks in connection with the maintenance of fire station quarters and grounds;
- Keeps records and makes reports;
- Attends fire-fighting school;
- Attends seminars and meetings, related to emergency medical service, fire prevention and extinguishment.

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### Hours and work days

The hours for this position will vary. Typical shift will be 10a-10p with three days one week and four days the next. This position may be required to fill 12 or 24 hour shifts on our transfer ambulance located at MMH in Batesville. Overtime is considered after 52 hours of work each week. (FLSA Firefighter). All hours worked will be paid with straight time and hours over the 52 will be paid at .5 via comp time.

### Pay rate

\$38,000 to \$45,000 DOE/DOQ

Bi-weekly pay schedule

### Health/Dental/Vision Insurance

Employer paid

### Retirement

Not offered at this time

### PTO

After the first full year of employment 1 week plus accrued comp time.

After the third full year of employment 2 weeks plus accrued comp time.

After the seventh full year of employment 3 weeks plus accrued comp time.

### Requirements

Valid driver's license

Have or be able to obtain NREMT/State EMT certification within 1 month of hire

Mandatory Firefighter

Pass a mandatory drug screen

### Preferred Certifications:

Firefighter I/II

EVOC/CEVO

Everything listed above is subject to change as our department grows. We are looking for the right person to help grow the department.

For applications and Questions: Contact Chief Matt Morrow 812/614-1825 or by email at [mmorrow432@gmail.com](mailto:mmorrow432@gmail.com)