HEBGEN BASIN RURAL FIRE DISTRICT

P.O. Box 1508 ● West Yellowstone Montana 59758 ● Phone: (406) 646-9094 ● Fax: (406) 646-9090

POSITION: Firefighter-EMT-Basic

ACCOUNTABLE TO: Fire Chief

STATUS: Permanent

PRIMARY OBJECTIVE OF POSITION:

Under general supervision, performs emergency medical care and fire suppression duties. Works cooperatively within a combination fire department.

JOB CHARACTERISTICS:

Nature of the Work: Perform emergency service duties including but not limited to; fire suppression duties, fire prevention, rescue, structural and wildland fire fighting, hazardous materials mitigation and emergency medical response and ambulance transport.

Supervision: Works under the direction of the Fire Chief or his designee.

Essential Functions: Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. The list of job characteristic is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.

Position requires ability to perform strenuous work for extended periods of time; must be able to lift and move a minimum of 70 pounds at waist height; climb, crawl, and squat while physically maneuvering persons needing assistance and carrying heavy equipment over uneven and/or difficult terrain; lifting must be done in spaces where use of correct lifting techniques is not always possible; ability to perform physical activities to raise or leverage items above head height, crawl in confined spaces, manipulate tools, and sustain these activities for the duration of the emergency; ability to hear using stethoscope where ambient noise may be a factor; position works on an intermittent basis in situations where conditions and working conditions typical of emergency situations prevail; these conditions may be uncontrollable and unmodifiable. Position requires knowledge and use of typical office equipment, telephone, portable and mobile radios and personal computers. Fire suppression activities require extended periods of time under adverse environmental conditions that require the use of personal protective clothing including self contained breathing apparatus.

TYPICAL DUTIES AND RESPONSIBILITIES:

Performs, emergency medical response, rescue duties and fire suppression; provides medical assistance and performs emergency response to the level of certification; responds to emergency calls; combats, extinguishes and prevents fires; operates and maintains equipment, apparatus, building and grounds; assists with the operation of ambulance, prepares reports; gathers patient billing information; maintains operational readiness and preparedness of supplies and equipment; may make decisions relating to emergency medical procedures

and operations to level of EMT-B certification; performs other duties as assigned. Works in a cooperative manner in support of a diverse group of volunteer emergency personnel.

In addition to regular fire and emergency service duties, fire department personnel are expected to support and assist in other functions, including but not limited to routine facilities and grounds maintenance, garbage collection, and snow removal and all other duties and responsibilities as assigned by the Asst. Fire Chief or Fire Chief.

EDUCATION AND EXPERIENCE:

The knowledge, skills, and abilities required for this position are typically acquired through a combination of high school graduation, college level education, fire fighting and emergency medical services experience. Applicant must also provide evidence of current National Registry Emergency Medical Technician-Paramedic and Montana State EMT license (EMT-B level minimum) or be able to attain one within 30 days of hire; and must have Montana State Fire Services Training School Firefighter 1 or be able to complete within six months of hire.

JOB PERFORMANCE STANDARDS:

Evaluation of this position will be based upon the description requirements and duties, including, but not limited to:

Knowledge of town, county, state and federal fire and emergency service programs, policies and procedures;
Knowledge of the principles and practices of fire and emergency service provision;
Knowledge of fire codes, building construction methods and practices;
Knowledge of the Incident Command System;
Knowledge of safety considerations, OSHA standards and guidelines for emergency service and infectious disease operations;
Skill in negotiating and communicating, in person and in writing;
Skill in establishing and maintaining effective relationships with citizens, visitors, Fire/EMS volunteers, local businesses, schools, community service organizations, town employees, and local law enforcement agencies,
Ability to understand and operate computer systems and related software, including word processing and spreadsheet programs;
Ability to use incident command system;
Ability to pass required physical exam that meets the current NFPA standard;
Ability to operate Department vehicles, including fire fighting apparatus and medical transport units;
Ability to operate within established medical protocols;
Ability to prepare and submit reports according to prescribed standards.

Minimum Requirements

- Possess a valid Driver's License or be able to attain one upon hire.
- Nationally registered EMT- B
- Must establish and maintain residency within a 30-minute call back radius from your proposed residence to Fire Station 1 located at 10 South Faithful Street, verified by Google Maps.
- Pass a background check
- Pass a physical fitness test provided by the HBFD
- Passing a drug test
- Pass an NFPA physical examination, meet and maintain the NFPA physical fitness requirements.
- Complete Montana Firefighter 1 certification within 6 months

Shift Schedule, Salary and Benefits

- EMT-Basic $26.19 per hour or $78,413 annually effective 7/1/26
- Full time personal work 2766 regular hours and 152 hour of mandatory overtime per year.
- Newly hired employees will be on probation for a six month probationary with a pay rate of $1.00 less per hour than the agreed contract rate.
- Insurance, vacation, sick leave based on union contract and hours of work
- Shifts, generally work 48/96 hour shifts, but may vary on need and call back.
- Bargaining Unit is the International Association of Firefighters Local 4432