



# MESCALERO APACHE TRIBE

## Position Description

### JOB ANNOUNCEMENT

<b>Position Title:</b>	<b>Firefighter/EMT</b>	
<b>Department:</b>	<b>Fire &amp; Rescue</b>	
<b>Employment Status:</b>	<b>Non-Exempt</b>	<b>Grade: NE8</b>
<b>Open date: March 12, 2020</b>		<b>open until filled</b>

#### Job Summary

Protects life and property by performing firefighting, emergency aid, hazardous materials and fire prevention duties. Maintains fire equipment, apparatus and facilities.

*This position description may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found or assigned to this position.*

#### Duties and Responsibilities

- Performs firefighting activities, including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.
- Responds to fire alarms and wildland fires, operate fire equipment, lay and connect hoses, maneuver nozzles and direct fire streams, raise and climb ladders, use fire extinguishers and all firefighting hand and power tools.
- Performs emergency aid activities, including administering first aid and providing other assistance as required.
- Participates in fire drills and attends classes in firefighting, emergency medical, hazardous materials and related subjects.
- Responds to medical emergencies and other patient care requests.
- Remove, rescue and recover people from danger and administer first aid.
- Receives and relays fire calls and alarms. Operates radio and other communication equipment.
- Participates in the inspection of buildings, hydrants and other structures in fire prevention programs.
- Maintains fire equipment, apparatus and facilities. Performs minor repairs to departmental equipment.
- Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.
- Assists in developing plans for special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, hazardous materials and emergency aid activities.
- Presents programs to the community on safety, medical and fire prevention topics.
- Performs salvage operations such as throwing salvage covers, sweeping water and removing debris.
- Performs duties as a certified EMT-B, EMT-I or EMT-P, according to criteria and standards set forth by the department.
- Works a nontraditional schedule; must be available for response on a 24 Hours, 7 Days a week, 365 Days a year basis regardless of the time of day, weather conditions and or shift schedule requirements.
- Exercises safety precautions to avoid injury to the fire fighters, other fire fighters and or members of the general public.

- Exercises loss control; reducing or eliminating loss and or damage before, during and after a fire in order to avoid unnecessary damage to or loss of property.
- Performs pre-fire, daily and post fire inspections of all fire equipment and apparatus.
- Assis with Fire Prevention and Education activities.
- Completes and forwards all incident reports in a timely manner.
- Maintains confidentiality of all information.
- Performs other duties as assigned.

### **Minimum Qualifications**

- High School Diploma or GED.
- One-year firefighting experience is preferred.
- Must be eighteen years of age.
- ***Emergency Medical Technician Basic at the date of hire and complete EMT-1 within 24 months from date of hire. Both State of New Mexico and Nationally Recognized Certification.***
- S-130, S-190, and L-180 and FF1, FF2, Hazmat A & O ***Nationally Recognized Certifications within 12months from date of hire.***
- Successful completion of an examination by a licensed physician and be free of any physical condition as listed in the Tribes Medical Standards.
- Successful completion of the physical agility standard requirements (fire and wildland) at an arduous duty level and annually thereafter.
- Must have a valid New Mexico Class E Driver's License or ability to obtain ***within 30-days from date of hire.***
- Must be willing to work a 48/96 schedule.
- Ability to deploy regarding Wildland Fires.
- Must successfully pass a pre-employment drug/alcohol screen and background investigation.

*Tribal preference and Native American Indian preference shall apply to all positions.*

### **Knowledge, Skills and Abilities**

- Knowledge of basic building construction, fire chemistry, physics and automotive mechanics.
- Knowledge of fire behavior and fire suppression principles, methods, techniques and practices.
- Knowledge of county Uniform Fire Code, ordinances and practices.
- Knowledge of common office functions, including copying, typing and use of basic computer software.
- Skill in analyzing situations quickly and objectively, and determining the proper course of action.
- Ability to safely operate tools, apparatus, vehicles and equipment used in fire suppression, rescue and medical assistance operations.
- Ability to hoist tools and equipment using fire department ropes and knots.
- Ability to assess situations and take appropriate course of actions under extremely stressful and hazardous circumstances employing a situational aware mindset.
- Ability to work independently, meets strict time lines, and adapts to change in work assignments and duties.
- Ability to read, understand and follow specific instructions and procedures, maps, orders pre-fire plans, medical charts and study material.
- Ability to accurately relay critical incident information.
- Ability to use good judgment in emergency or critical situations.
- Ability to communicate effectively, both orally and in writing, as well as by radio.
- Ability to be reached by telephone at all times.
- Ability to maintain confidentiality.

- Ability to write clear, concise and complete EMS & Fire reports.
- Ability to learn the proper operation and use of department equipment.
- Ability to function as a member of a team.
- Ability to communicate effectively both verbally and in writing.
- Ability to establish and maintain professional relationships with individuals of varying social and cultural backgrounds and with co-workers at all levels.
- Ability to carry out instructions furnished in verbal or written format.
- Ability to work independently and meet strict time lines.

### **Physical Demands**

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to touch, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee must regularly lift and/or move up to 50 pounds and occasionally lift and/or move up to 150 pounds. Specific vision abilities required by this job include distance vision, peripheral vision, and ability to adjust focus. The employee is regularly exposed to high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; extreme heat; risk of electrical shock; and vibration. The employee is occasionally exposed to moving mechanical parts.

### **Work Environment**

Work is performed in a fire house and outdoors setting with high noise level. Work involves potential exposure to radiation, high explosives, high voltages, toxic and exotic chemicals, fluid borne pathogens, smoke, heat, rugged terrain, confined spaces and human tragedy, under all weather conditions at any time of the day or night. Wildland Urban Interface firefighting and aircraft rescue firefighting conditions may also be experienced. Must report to work when called out for emergency and non-emergency situations. Extended work hours and various work schedules will be required.

Please submit Tribal application to [Mlapaz@mescaleroapachetribe.com](mailto:Mlapaz@mescaleroapachetribe.com) or [Kblaylock@mecaleroapachetribe.com](mailto:Kblaylock@mecaleroapachetribe.com)