



BATH
MAINE *City of Ships*

Employee Job Description

Job Title	Firefighter/EMT and Firefighter/Paramedic
Department	Fire and Rescue
Grade Level	--
FLSA Status	Non-Exempt
Union Status	Fire Union, Firefighters Unit
Employment Status	Full Time
Last Updated	July 1, 2025

GENERAL PURPOSE:

Protects life and property by performing firefighting, medical aid, hazardous materials operations, and fire prevention duties. Maintains fire equipment, apparatus, and facilities. Performs emergency and non-emergency medical aid activities.

SUPERVISION RECEIVED:

Receives direct supervision from the Captain/Shift Duty Officer, with general direction from the Fire Chief and Deputy Chief.

SUPERVISION EXERCISED:

May help coordinate, instruct, or supervise the work of volunteers or new recruits, as assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Responds to emergency and non-emergency service requests, meets all requirements in accordance with Bath Fire & Rescue Department Standard Operating Guidelines. Requests include, but are not limited to, structural fires, vehicle accidents, hazardous materials spills or releases, forcible entry, alarm investigations, rescue and salvage operations, extrication, water rescues, and burning complaints.
- Responds to emergency medical calls according to Department Standard Operating Guidelines. Performs EMS duties according to licensed level and aids higher license level coworkers as requested
- Conducts fire safety inspections as assigned, cleans and maintains department apparatus, equipment, and property. May be assigned specialized maintenance or repair of department property and equipment. Inspects apparatus and SCBA on a designated schedule. Informs supervisors of any defects or concerns. Performs pre-shift equipment inspection to ensure equipment and personal protective equipment is functional and ready for emergency use.
- Performs duties in a safe manner and reports unsafe activity and conditions to supervisors. Follows department safety procedures, policies, and handbooks.

- Provides written and/or verbal reports as necessary on projects assigned and areas of responsibility. Completes all required documentation and necessary reporting as duties require, including department records management systems.
- Completes project assignments as directed and within required deadlines.
- Acquires and retains a thorough knowledge of the City of Bath, including streets, buildings, water supply, unusual hazards, and related items.
- Cooperates with other departments during emergency incidents, including fire, rescue, law enforcement, and other public safety personnel.
- Participates in the department's employee evaluation process.
- Participates in department training program and classes in firefighting, emergency medical, hazardous materials operations, and related prevention programs; Training for firefighting, medical emergencies, hazardous material operations, and other related topics is an ongoing endeavor that may require on and off-duty participation to maintain a high level of skill
- Presents programs to the community on safety, medical, and fire prevention. Participates in department public service activities such as fire drills, pre-planning assignments, hydrant shoveling burn permits, and extinguisher training.
- Employees are responsible for all other duties as assigned. Essential functions are key components of what the job involves and what is required to perform it. They are not intended to be an exhaustive list of all responsibilities, duties, and skills.

DESIRED MINIMUM QUALIFICATIONS:

Education and Experience:

- High school diploma, GED, or equivalent.
- Firefighter I and II Certification AND Licensed Basic EMT, with ability to become Advanced EMT within two years, , OR
- Licensed Paramedic, with ability to become Firefighter I and II Certified within two years.
- Additional certifications and course work preferred, such as - PHTLS, Paramedic, ACLS, PALS; National Incident Management System (NIMS) courses 100, 200, 700, 800; and other specialized training.

Knowledge, Skills, and Abilities:

- Extensive knowledge of emergency medical aid and resuscitation techniques, protocols, procedures, and equipment.
- Knowledge of modern fire suppression and prevention, hazardous material operations; and related protocols, procedures, techniques, and equipment.
- Skilled in applying emergency medical and firefighting knowledge and techniques in emergency situations.
- Skilled in the operation of apparatus and equipment; ability to learn operation of new fire suppression and other emergency equipment. Ability to perform station maintenance as directed.
- Ability to read and write English; and to follow, give and receive verbal and written instructions.
- Ability to perform work requiring good physical condition, including strenuous or peak physical effort during emergencies or training activities for prolonged periods of time
- Ability to exercise sound judgment in evaluating situations and in making decisions, and to act effectively in emergency and stressful situations.
- Ability to establish and maintain effective working relationships with other employees, supervisors, other agencies, and the public. Ability to follow directives from supervisors, and train and supervise subordinate personnel.
- Possess and maintain a valid driver's license; State of Maine driver's license within one year.

- Must maintain required certifications and become Hazardous Material Ops Certified within 1 year of employment.

ADDITIONAL REQUIREMENTS:

- Must pass Bath Fire & Rescue Department written and physical agility entrance exams and a pre-employment medical evaluation,
- Must pass competence in the department's EVOC training program.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to stand, walk, use hands to fingers, handle or operate objects, tools, or controls, and reach with hands and arms. The employee is also required to sit, climb, balance, stoop, kneel, crouch, crawl, speak, listen, taste and smell. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move over 150 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Physical surroundings vary with exposure to all conditions, including fire, hazardous chemicals, water, heights, large and small spaces, frequently under demanding and stressful circumstances. Exposure to varying weather conditions including rain, snow, heat, and freezing temperatures, often while wearing PPE or turnout gear. Work may involve an element of personal danger, and employees must be able to act without direct supervision and to exercise independent judgment in meeting emergencies. Work may also involve emotional or distressing situations. High level of physical effort required, such as climbing, bending, standing, and lifting. Regularly uses a desktop computer requiring eye-hand coordination and finger dexterity.

As NFPA guidelines require, employees must undergo an annual physical medical examination. This exam is to be performed by the City's preferred medical provider.

This job description does not constitute an employment agreement and is subject to change.

The City of Bath is an Equal Opportunity Employer