



# Northwest Volunteer Fire Department

12820 TC Jester Blvd • Houston, Texas 77038

281-448-4084 Office • 281-583-1084 Fax

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Firefighter/EMT

\$46,928 Annually

Division: Suppression

\$14.00 Hourly

Supervisor: Shift Lieutenant

**MUST BE 18 or older to Apply**

Salary: FLSA Non-Exempt

**FULL-TIME 48/96 Schedule**

Education and Experience: A High School diploma or GED.

Licenses and Certificates:

- Class "C" Driver's License and must be able to obtain Class "B" Exempt within one year of hire.
- TCFP Basic Structural Firefighter.
- Texas Department of State Health Services EMT-Basic or higher.
- NIMS 100, 200, 700, 800
- Courage To Be Safe
- Traffic Incident Management System (TIMS)

## General Purpose

Responsible to the Fire Chief for the performance of administrative duties required to coordinate the activities of the department and oversees administrative functions related to the department. Independent judgment is required, and exercise authority delegated by the Fire Chief.

## Typical Duties

- Respond to alarms in various fire apparatus; Operate apparatus at scenes. Perform rescue operations.
- Perform fire suppression duties.
- Lay hose lines and connect hose lines; have working knowledge of hydraulics and water supplies.
- Enter burning buildings.
- Assist in operating nozzles and directing water streams.
- Carry and operate fire extinguishers.
- Raise, climb, and lower ladders.
- Make forcible entry into buildings when necessary.
- Operate and oversee the use of numerous types of vehicles, equipment, tools, and apparatus.
- Ventilate buildings; assist in salvage and overhaul operations.
- Must be capable of grasping, lifting, and operating any and all tools and equipment as required to be used in rescue and firefighting operations.
- Respond to medical emergencies.
- Provide emergency medical care.
- Must be capable of grasping, lifting, and operating any and all tools and equipment as required to be used in rescue and medical emergencies.



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- Load patients onto backboard and/or assist the EMS provider with the loading of patients onto stretcher; must be capable of grasping and lifting patients, backboards, and stretchers.
- Provide patient care to the level of training.
- Place equipment back in service.
- Properly complete all documentation in a clear, concise, and legible manner.
- Inspect, test, service and clean firefighting, rescue, emergency medical equipment, and apparatus after calls or as scheduled for daily, weekly, monthly, quarterly, semi-annual, annual maintenance.
- Assist in the maintenance of clean and orderly conditions in the fire station and on its grounds.
- Study Fire Department procedures, Standard Operating Guidelines, general orders, and all documentation pertaining to the job; attend drills, schools and seminars pertaining to fire suppression, fire prevention, rescue, and emergency medical services as directed.
- Stay as current as possible on current methods and techniques pertaining to the profession.
- Assist in fire prevention education.
- Conduct company surveys and pre-fire planning.
- May be requested to speak and facilitate demonstrations pertaining to all aspects of fire and fire prevention departments.
- Any other duties as assigned.

## Knowledge, Skills, and Abilities

- Fire prevention, suppression, and education methods, practices, and procedures for a variety of fire, hazardous materials response, emergency management systems and rescue operations.
- Safe work practices and procedures.
- Rules, regulations, and operational procedures of the Fire Department related to modern firefighting and EMS activities.
- Proper utilization and maintenance requirements of fire apparatus, equipment, tools, devices, and facilities.
- Local geography including the location of hydrants and the major fire hazards of the district.
- Modern office practices, procedures, methods, and equipment.
- Apply firefighting and emergency medical services techniques and procedures as necessary.
- Demonstrate mechanical aptitude as required in the operation of firefighting, rescue, and emergency medical services equipment.
- Retain presence of mind and be able to think and act quickly and effectively in emergency situations.
- Make sound decisions and direct operations at the scene of a fire, EMS call, or other emergency.
- Perform field calculations for the proper and effective operation of equipment at emergency scenes.
- Understand and follow oral and written directions promptly and accurately.
- Skill in effective oral and written communication.
- Skill in effectively leading, supervising, and delegating duties to assigned staff.
- Skill in establishing and maintaining effective working relationships.



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- Ability to drive, operate, and maintain the full range of apparatus and equipment used by the Department effectively and safely.
- Ability to perform all job-related physical tasks not limited to but including station duties, emergency operations, and training.
- Be punctual and regular in attendance.

## Environmental Factors & Conditions

- May be subject to exposure to extreme temperatures, extreme weather conditions, hazardous chemicals, toxic fumes, unstable buildings and structures, infectious diseases, body fluids, air and water borne pathogens.
- May be subject to wearing full protective clothing and self-contained breathing apparatus for extended periods of time.
- May be exposed to hostile, angry or emotional citizens, patients and business owners.

## Other Job Characteristics

- Lift and carry extremely heavy objects.
- Occasionally work flexible hours, weekends, holidays, extended hours, and mandatory overtime.
- Occasional exposure to irate members of the public.
- Other duties as assigned.

## Benefits:

- Medical Insurance PPO Plan 100% employee, 50% dependants
- 403b Retirement matching 2:1 up to 7% (7% employee, 14% employer= 21%) with 100% vesting after 5 full years
- AFLAC Life, STD, Cancer, Hospital, Specified Event paid 100% by department
- 96 hours sick per year
- 96 hours of vacation accrued at 3.69 hours per pay period
- Additional 5 days of vacation for every 5 years of service

## Pay Incentives:

\$1/hour Associates Degree (\$3,352/year)    \$2/hour Bachelor's Degree (\$6,704/year)

\$1/hour Advanced EMT (\$3,352/year)    \$2/hour EMT-Paramedic or Licensed Paramedic (\$6,704/year)

Copy link below or scan the QR code to apply by May 23, 2022, at 5 pm.

[https://form.jotform.com/wcole4001/NWVFD\\_Full-time](https://form.jotform.com/wcole4001/NWVFD_Full-time)

All applicants will have to submit to a background check including driving history check.

Physical agility test information and employment flyer: <https://northwestvfd.com/page/employment>

