

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position Fire Apparatus Engineer / Paramedic	
		Division and/or Subdivision Northern Region / Santa Clara Unit	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters Morgan Hill, CA	
		Class Title of Position Fire Apparatus Engineer (Paramedic)	
		Position Number 542-116-1756-VAR	
		Effective Date	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
40%	Under general supervision of a Fire Captain, the Fire Apparatus Engineer / Paramedic's duties and responsibilities are: *Drives and operates a fire apparatus such as pumper, water tender, or rescue truck in connection with the extinguishing of wildland, structural, other types of fires, medical aids, public service calls and hazardous materials incidents, leads a crew and performs maintenance and simple repairs on equipment. *As a member of a Paramedic Unit, performs advanced life support emergency medical aid to victims of vehicle accidents, heart attack, drowning, electrocution and other non-fire emergencies as necessary and maintains Paramedic certification.		
25%	*Makes reports on the operation of equipment; uses maps; operates two-way radio as necessary; may act as Fire Captain Relief; assists in training of fire crews to develop an efficient and safe fire fighting unit.		
15%	*Public Relations – works with the Fire Captain to develop, maintain, and evaluate a fire prevention program with attainable goals and objectives in a given period of time. *Maintains harmonious working relations with other Departments and Agencies within the surrounding area, as well as fellow employees.		
10%	Checks, cleans, and polishes fire engines and other support vehicles; does general station maintenance and repair work; assist in building roads, trails, telephone lines, and minor structures; as a learner, may operate other heavy equipment when required.		
5%	Makes fire law inspections; investigates fire causes; prepares and presents fire prevention programs to the public, keeps records and prepares computerized reports. *These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.		
Equal Employment Opportunity (EEO) Statement: All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment:			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature _____	Date _____	Supervisor Signature _____	Date _____
Personnel use only <input type="checkbox"/> Posted to Directory _____			
Initials and date			

Percentage of Time Required Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.

5%

Operates computers and maintains a computerized fire report, patient care report database and time keeping system.

The incumbent is required to wear respiratory protection equipment (including self-contained breathing apparatus (SCBA). The use of such equipment may place a physiological burden on the incumbent that varies with the type of equipment used, the job and workplace conditions in which the equipment is used, and the medical status of the incumbent. As such, Cal/OSHA requires that the incumbent be annually medically cleared to be fit-tested for respiratory protection equipment. This clearance process consists of a comprehensive medical evaluation including a review of the incumbent's medical history, a complete physical examination, and vision, hearing, spirometry, and exercise treadmill test.

The incumbent typically is required to perform psychologically stressful and/or physically demanding duties consistent with firefighting, disaster response, and emergency medical response, including working in isolated areas, walking or running on uneven rough terrain, and remaining on duty 24 hours or longer without a break while performing these duties.

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Job qualifications and/or conditions of employment: **Must maintain a valid driver's license in the appropriate class and safe driving record. Must be able to successfully obtain accreditation from Local Emergency Medical Services Authority (LEMSA) for the assigned work location.**

"We have discussed this document in its entirety and understand the duties of this position."

 Employee Signature

 Date

 Supervisor Signature

 Date

Personnel use only

Posted to Directory

 Initials and Date