

Employment Opportunity

Town of Casco, Maine 04015



Firefighter/ EMT / Paramedic

The Town of Casco is currently accepting applications for (2) full-time Firefighter/EMS positions, and to build a qualified candidate list. Hours of work may vary but are currently based on a 24-hour day and an average 42-hour work week.

This is a responsible professional position that will respond to emergency and non-emergency type calls for the town. Applicants must be 21 years of age at the time of hiring, must attain knowledge of the town, must have the ability to establish and maintain effective working relationships with supervisors, town officials, mutual aid partners, and the public.

A high school diploma or a GED is required. Candidate must possess a Maine EMS license. The applicant must have good listening and communication skills. Maine State or Pro Board Firefighter I & II are required prior to hiring or able to be obtained prior to start. Candidates must have a current Maine Driver's license. Post-secondary vocational or college is desirable. Applicants must possess the physical strength and ability to perform firefighting and/or pre-hospital medical care duties.

Applicants who successfully complete the requirements of the hiring process will be considered for open positions. Requirements include a physical agility test and oral board interview. A background check will also be conducted. Additional requirements and essential duties are included in the employment packet.

The Town of Casco offers a competitive salary, benefits, and an environment that encourages personal and professional growth.

Application packets can be obtained from the Town Office or Casco Fire-Rescue Central Station

Cover letters, resume, and application packets may be sent to:

Town of Casco, 635 Meadow Road, Casco, ME 04015, ATTN: CFR Firefighter/EMT Application

Applications Open until filled

Casco Fire Rescue Firefighter/EMT/Paramedic job description

NATURE OF WORK

Under the direction of the Fire Chief or their designee, responds to and works at various emergency scenes as requested to render fire suppression and/or emergency medical aid to the public. This position serves the Fire Chief by responding to daily operations and emergencies with the Fire Department in the areas of fire suppression, Emergency Medical Services (EMS), fire prevention, and related activities. Tasks require the application of considerable independent judgment and discretion in carrying out daily duties and operations. This position provides effective, professional daily conduct. Work is performed and reviewed through conferences, staff meetings, oral and written reports, and observation of records and reports. This position is part of the overall team of the Fire-Rescue and as such, serves to support the mission of the Department in working collaboratively with other team members to accomplish established goals and to support departmental goals and objectives.

ESSENTIAL FUNCTIONS

1. Responds to all requests of emergency fire suppression and medical aid from the public while on duty.
2. Assists in carrying out all operations (emergency and non-emergency) of the Fire-Rescue through departmental SOP's, guidelines, and general practices.
3. Assists in the maintenance, cleaning and care of all vehicles and equipment within the Department.
4. Works to that focus on meeting departmental goals and objectives.
5. Supports an effective chain of command for flow of information from the divisions to the Fire Chief.
6. Responsible for upholding the mission, vision, and organizational values of the Department with the highest ethical and moral standards.

ILLUSTRATIVE EXAMPLES OF WORK

- 1) Responds to and works at calls for emergency service and medical aid within the community.
- 2) Operates all department apparatus and equipment as needed for general operations.
- 3) Performs daily and weekly apparatus checks for readiness as well as inventories of supplies and equipment.
- 4) Helps maintain a clean healthy work environment for all employees in the station.
- 5) Participates in all training as required to maintain readiness and proficiency of skills.
- 6) Perform other tasks as requested for the proper operation of the department.
- 7) Performs medical skills within State of Maine protocols and guidelines.

SKILLS

- 1) Skill in the use of fire fighting, emergency medical, rescue, Hazmat materials, apparatus and equipment.
- 2) Skill in the proper use of math and English.
- 3) Skill in the proper use of both oral and written communications.
- 4) Skill in the use of computers including fire department record management systems/software, emergency medical records and Microsoft Office programs.
- 5) Establish and maintain effective working relationships with co-workers and the public.
- 6) Makes sound judgments under emergency and/or stressful conditions and in responding immediately in crisis situations.

KNOWLEDGE

- 1) Must attain knowledge of the Town's geographical area, hydrants and water systems, target

hazards and general area of coverage.

- 2) Knowledgeable of modern fire suppression and emergency medical operations.
- 3) Knowledge of fire-rescue's directives, SOP's, Town ordinances, and regulations.
- 4) Knowledge of all fire apparatus and equipment operations.

ABILITIES

- 1) Ability to communicate tactfully, impartially, and precisely and to represent the Fire-Rescue in a good manner at all times.
- 2) Ability to plan, organize, and prioritize daily projects, duties, and assignments.
- 3) Ability to prepare and maintain clear and adequate reports.
- 4) Ability to establish and maintain effective working relationships with fire department personnel, Town employees, other agencies, and the general public.
- 5) Ability to communicate with others and to assimilate and understand information in a manner consistent with the essential job functions.
- 6) Ability to operate assigned equipment.
- 7) Ability to make sound decisions in a manner consistent with the essential job functions.

REQUIRED TRAINING, EXPERIENCE, AND QUALIFICATIONS

- 1) Must have State of Maine or Pro Board Firefighter II, and State of Maine or Nationally Registered EMT-Paramedic certifications and EMS license. (Must retain all certifications required of the position throughout employment.)
- 2) Must possess a valid Driver's license. (Must attain CDL within one year of hire)

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

- 1) The primary duties of this position happen in various types of environments, some work is accomplished in an outdoor environment that may involve adverse weather conditions or potential personal danger.
- 2) Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to communicate effectively.
- 3) Sufficient vision, with or without reasonable accommodation, which permits the employee to inspect a wide variety of fire suppression projects on site and review a variety of written materials.
- 4) Sufficient manual dexterity and strength, with or without reasonable accommodation, which permits the employee to operate a vehicle, firefighting equipment, hose, ladders and computerized equipment and all other tasks associated with firefighting and rescue work.

The class specification which appears above is intended to be sufficient merely to identify the class and be illustrative of the kinds of duties that may be assigned to the position allocated to the class and should not be interpreted to describe all the duties which may be required of employees holding a position assigned to this class.



Town of Casco

Fire-Rescue Department

635 Meadow Road, Casco, Maine 04015

Dear Candidate:

Thank you for your interest in becoming a member of Casco Fire-Rescue. We are currently preparing to administer the entrance exam. The exam will consist of three parts: The first part is the physical agility test; the second part is the oral board; and the third part is the pre-employment physical.

The physical agility test will be scheduled after applications close. If you are not present at your assigned time you will not be allowed to take the test. Prior to participating in the physical agility test you must complete the attached form with signatures from both you and your preferred physician. As explained in the attachment you will be wearing protective clothing. If a candidate has assigned NFPA protective clothing available to them, they will be permitted to use it during the exam. Pending you pass the physical agility test you will be invited back for oral boards.

Oral boards will be assigned to those who pass the physical agility test. The oral boards will be scheduled individually, and each candidate will receive an assigned time. Following the oral board, candidates will be selected to advance to the pre-employment physical conducted by Concentra. Skills stations will be scheduled a different day than oral boards and candidates selected to advance will be made aware of the proper date and time.

The skills stations will consist of firefighting and EMS skills. Each station will give the candidate an opportunity to show their skills and abilities in the respective stations. The firefighting stations will consist of a preselected set of skills and will be graded on how each candidate performs. The EMS station will follow a National Registry EMT practical station. Each candidate will be tested along with their license level where they currently provide care.



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The following physical agility test will be performed by all candidates interested in working for Casco Fire-Rescue.

This agility is task oriented and is based on actual duties performed by members of Casco Fire-Rescue. The tasks are listed in the order they will be performed on the next page.

Prior to the test, all candidates will be walked through the tasks, and each will be demonstrated and explained. All candidates will have time for questions prior to the start of the test. Once the testing begins no further questions will be answered. Proctors are assigned to evaluate and will not assist in any way. At any time, should a candidate decide to drop out, the time clock will be stopped, and that time noted on the test evaluation form.

Times are kept for scoring purposes only. Running during the event is not permitted and may result in a failure. Each task must be performed completely and properly before going onto the next task and continues through all tasks. The candidate will follow established boundaries from task to task. Failure to follow the instructions of the test may disqualify a candidate.

Candidates are also required to wear long pants and supportive footwear with no open heel or toe. Test proctors will review other details the day of the exam. **The applicant will be required to complete a *Waiver of Claim for Injury* form prior to being allowed to test.** This form is enclosed with this document.



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Fire-Rescue Department

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Firefighter/EMT/Paramedic Candidate Physical Agility Test

Physical Agility Test

The applicant is required to have their physician read and sign the document below before participating. This document will need to be presented to the department before the day of the physical assessment. If this document is not completed, you will not be allowed to participate in the required physical assessment. At the time of the assessment your vital signs will be assessed to verify that your pulse is under 110, your systolic blood pressure is under 160 and your diastolic blood pressure is under 100. If any parts of these readings are above the limits you will be given 20 minutes until a retest. Should the readings remain elevated you will not be eligible to take the assessment.

Waiver of Liability

Dear Physician:

Please review the items listed below. These are exemplary activities of what the candidate is going to be requested to perform as an applicant before joining the Casco Fire Rescue Department. Candidates will have 15 minutes to complete all 8 stations. We are asking you to review these and to sign this document verifying that in your professional assessment that (Patient Name) _____ is physically capable to participate in these strenuous activities.

Physician Print

Physician Signature

Date

Station 1 – Stair Climb:

During this event, the candidate is required to wear a Self-Contained Breathing Apparatus (SCBA). Prior to the initiation of the timed station, the candidate has a 20-second warm-up on the Step-Mill at a set stepping rate of 50 steps per minute [Level 5]. During this warm-up period, the candidate is permitted to dismount, grasp the rail or hold the wall to establish balance and cadence. If the candidate falls or steps off the Step-Mill during the 20-second warm-up period, the candidate is required to remount the Step-Mill and restart the entire 20-second warm-up period. The candidate is allowed to restart the warm-up period twice. There is no break in time between the warm-up period and the actual timing of the test. The timing of the test begins at the end of this warm-up period when the proctor calls out "START." For the test, the candidate is required to walk on the Step-Mill at a set stepping rate of 60 steps per minute [Level 6] for 3 minutes. This concludes the station.

Station 2 – Hose Drag:

For this event, you must grasp a hose-line nozzle attached to 200 feet of 1-3/4 inch hose. Place the hose-line over your shoulder or across your chest, not exceeding the 8-foot mark. You are permitted to run during the hose drag. Drag the hose 75 feet to a pre-positioned drum, make a 90° turn around the drum, and continue an additional 25 feet, stop within the marked 5 foot x 7 foot box, and drop to at least one knee and pull the hose-line until the hose-line's

50-foot mark crosses the finish line. During the hose pull, you must keep at least one knee in contact with the ground and knee(s) must remain within the marked boundary lines.

Station 3 – Equipment Carry

For this event, you must remove the two saws from the tool cabinet, one at a time, and place them on the ground. Pick up both saws, one in each hand, and carry them while walking 75 feet around the drum, then back to the starting point. You are permitted to place the saw(s) on the ground and adjust your grip. Upon return to the tool cabinet, place the saws on the ground, pick up each saw one at a time, and replace the saw in the designated space in the cabinet.

Station 4 – Ladder Removal:

14' Roof Ladder must be taken off the side of the apparatus using both hands and arms. Candidate must balance the ladder and walk backwards 15' placing both feet behind the line, then walk 15' forward and place the ladder back on the apparatus. The candidate must not let the ladder touch the ground at any moment

Station 5 – Ladder Stand and Raise:

For this event, you must walk to the top rung of the 24-foot (7.32-m) aluminum extension ladder, lift the unhinged end from the ground, and walk it up until it is stationary against the wall. This must be done in a hand over hand fashion, using each rung until the ladder is stationary against the wall. You must not use the ladder rails to raise the ladder. Then immediately stand with both feet within the marked box of 36 inches x 36 inches and extend the fly section hand over hand until it hits the stop. Then, lower the fly section hand over hand in a controlled fashion to the starting position.

Station 6 – Forcible Entry

The forcible entry evolution utilizes a large tractor or truck tire (a striking simulator). Using the provided sledgehammer or mace bell and with both feet within the designated area, the competitor must strike the tire a total of 25 times.

Station 7– Rescue Drag:

For this event, you must grasp a 185 pound mannequin (using the harness is permitted) and drag it 30 feet to a pre-positioned drum, make a 180° turn around the drum, and continue an additional 30 feet to the finish line. You are not permitted to grasp or rest on the drum. It is permissible for the mannequin to touch the drum. You are permitted to drop and release the mannequin and adjust your grip. The entire mannequin must be dragged until it crosses the marked finish line.

Station 8– Sandbag lift and press:

For this event, you must grasp the provided 60lbs sandbag lift it to your chest and the press it over head. Lifting the sandbag from the ground, to your chest and pressing it overhead equal one rep. You will need to lift and press the sandbag 10 times.

Medical providers who have questions concerning medical evaluations should refer to Bureau of Labor Standards 29CFR1919.134