



Town of Windsor



FIRE DEPARTMENT

29 Union St., Windsor Vermont 05089

(802)674-9043 Fax (802)674-9037

kmcallister@windsorvt.org

Chief Kevin McAllister

EMPLOYMENT OPPORTUNITY – PLEASE POST

Effective Immediately

The Town of Windsor Fire Department is accepting applications for the position of Full Time EMT. This is a 48 hour work week. A municipal benefit package is included with position.

GENERAL SUMMARY

Provides emergency medical service and non-emergent inter-facility transfers as an ambulance attendant, performs various building maintenance activities; performs related work as assigned. During scheduled work hours employee will be uniformed as a career employee, and expected to work alongside the career staff in all routine and emergency Ambulance functions.

SUPERVISION

Works under the supervision of the Fire Chief or other assigned supervisor. May supervise part-time personnel as assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related, or a logical assignment to the position.

- Will perform inter-facility transfers as an ambulance attendant
- Provides emergency care and transportation of the sick and injured using advanced and sophisticated emergency medical techniques.
- Operates ambulance.
- Provides public safety instruction to the public. Performs routine building maintenance tasks.
- Responds to structure fires and performs tasks necessary to support fire personnel.
- Performs related work as assigned.
- Other duties as assigned by supervisors.

MINIMUM REQUIREMENTS

- Graduation from a standard high or trade school or equivalent.
- Significant strength with stamina.

- Reasonable mechanical aptitude.
- Ability to follow written and oral instructions.
- Possession of a current motor vehicle operator's license.
- Possession of a valid Emergency Medical technician-EMT (Basic) Certification for Vermont, New Hampshire and National Registry
- Firefighter 1 Certification not required but preferred
- Possession of a valid Cardio-Pulmonary Resuscitation certificate.
- Must live within 30 minutes from place of residence to the Fire Station.
- Must pass strength, endurance and agility test initially and annually to retain position.

The job description does not constitute an employment agreement between the employer and member and is subject to change by the employer as the needs of the employer and requirements of the job change.

The Town of Windsor maintains a drug-, alcohol- and tobacco-free environment.

To be considered for an interview, the following documents must be submitted to the Fire Chief:

Town of Windsor application (found at www.windsorvt.org)

Cover letter

Resume

Copies of highest Firefighter and EMS certification

Preference will be given to applicants with firefighting experience, but is not required.

If mailing your package, mail to:

**Windsor Fire Dept
Attn: Chief McAllister
Firefighter/EMT Posting
29 Union Street
Windsor, VT
05089**

The Town of Windsor is an equal opportunity employer.