



The Underhill-Jericho Fire Department Inc. is seeking a qualified person to fill the role of Firefighter / EMT. This is a fulltime position with competitive pay and benefits.

The UJFD is a not-for-profit corporation under contract with the towns of Underhill and Jericho to provide fire, rescue and emergency medical services. We protect a population of more than 10,000 people and cover an area over 100 sq. miles. We have two fulltime Firefighter/EMTs positions and a group of volunteer firefighters, firefighter/EMTs and EMTs.

General Purpose

The fulltime Firefighter/EMTs duties will included, but are not limited to fire suppression, emergency medical services, hazardous materials operations, motor vehicle crashes, technical rescue, providing department training, fire prevention activities and administrative duties to support the day-to-day operation of the department.

Essential Job Functions

- Drive and operate fire and rescue equipment and vehicles; perform duties associated with fire suppression, emergency medical services, hazardous materials, technical rescue, training, and fire prevention activities.
- Maintain vehicles, equipment, station and grounds as assigned by chief officers.
- Perform daily inspections of department equipment.
- Participate in the cleaning, inspection, and replacement of tools and equipment.
- Participate in department training activities.
- Assist chief officers with daily and monthly reports as required.
- Complete all written forms and documentation as required, administrative duties/ paperwork are a key essential job roll.
- Maintain positive public relations; performs tours for educational groups and promote fire safety and prevention.
- Attend classes, seminars and workshops to maintain and improve job knowledge and skills.

Non-Essential Job Functions:

- Performs other duties as required.

Qualifications/Basic Job Requirements

- High School diploma or equivalent.
- Valid driver's license is required.

- National Registry EMT certification and State of Vermont EMS licensing is required at the time of appointment. With the ability to obtain A-EMT certification within the first year of employment.
- Firefighter 1 certification is required within the first year of employment.
- Knowledge of firefighting techniques, equipment, and safety procedures.
- Knowledge of emergency medical services.
- Ability to obtain a working knowledge of department policies and procedures
- Ability to develop and maintain effective employee and public relations.
- Ability to communicate effectively, orally and in writing.
- Demonstrate commitment to diversity, equity and inclusion shown as evidenced by ongoing training and professional development.
- Regular attendance is necessary and is an essential expectation of the job functions.
- Ability to understand and comply with UJFD standards, safety rules and personnel policies.

Salary commensurate with experience:

Full time positions include a competitive benefits package

After initial training the hours for this job are planned to be weekdays from 10:00AM to 6:00PM with up to 3 Hours of overtime a week on Tuesday nights from 7:00PM to 10:00PM to correspond with our training nights.

All Applicants Must Apply Online!

If you would like to join our team, send resume with cover letter or CV in a PDF format to: info@ujfd.org

This position will remain open until filled.