



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

Effective December 6, 2022

The Town of Windsor Fire Department has created two new positions and is accepting applications for one of said positions of Full Time EMT. This will be a Tuesday thru Friday 40 hour work week.

GENERAL SUMMARY

The main role will be to provide inter-facility transfers as an ambulance attendant, with occasional emergency responses. Also, perform various building maintenance activities; perform 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 appropriate emergency medical techniques.
- Operates ambulance.
- Provides public safety instruction to the public. Performs routine building maintenance tasks.
- Responds to fire alarms and performs tasks necessary to support fire personnel.
- Performs related work as assigned.
- Other duties as assigned by supervisors.

REQUIREMENTS

Graduation from standard high school, trade school or equivalent; be physically fit and must successfully complete WFD physical agility test before hire. Must have reasonable mechanical aptitude; ability to follow written and oral instructions; possession of a current motor vehicle license. Must have at time of hire, CPR certification, a current State of Vermont, State of New Hampshire and National registry EMT certification. ICS-100, ICS-700 and 800. To be clear, Firefighter I is NOT required.

WORKING CONDITIONS

Person(s) in this position shall be expected to respond and work in all types of weather and less than ideal conditions. He/she may have to enter hazardous atmospheres and areas and will be expected to work in a safe manner independently or part of a team.

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.

Submit Application and Resume by mail: Chief Kevin McAllister, 29 Union Street Windsor, VT 05089 or **by email:** kmcallister@windsorvt.org by December 30, 2022 at 3:00pm.