

ORDINANCE NO. 12-2018

AN ORDINANCE AMENDING THE JOB CLASSIFICATION PLAN OF THE VILLAGE OF LOUDONVILLE, OHIO, BY AMENDING CERTAIN JOB DESCRIPTIONS AND QUALIFICATION SPECIFICATIONS FOR POSITIONS WITHIN THE LOUDONVILLE FIRE DEPARTMENT.

WHEREAS, the Village of Loudonville has previously engaged Clemans, Nelson and Associates, Inc., to establish an employee classification plan for the Village of Loudonville, Ohio; and

WHEREAS, Council adopted and established a job classification plan for the various positions of employment maintained by the Village of Loudonville, with the passage of Ordinance No. 53-91; and

WHEREAS, the Council finds it in the best interests of the Village to amend the descriptions and qualifications of certain employment positions within the Loudonville Fire Department;

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF LOUDONVILLE, STATE OF OHIO:

SECTION 1. That the classification plan for the Village of Loudonville as previously adopted by Ordinance No. 53-91, and amended from time-to-time, is hereby amended with the amendment and/or inclusion of the classification descriptions for the positions of Firefighter-Advanced EMT-A, Firefighter-EMT-A, Firefighter-Paramedic (Full-time and Part-time), and Ambulance Driver, which classifications are attached hereto collectively as Exhibit "A" and incorporated herein by reference, the same as if fully rewritten.

SECTION 2. That this Ordinance shall take effect and be in force at the earliest date allowed by law.

Dated: _____

Stephen Stricklen, Mayor

Attest:

Elaine Van Horn, Fiscal Officer

Approved:

Thomas R. Gilman, Village Solicitor

CLASSIFICATION SPECIFICATION
VILLAGE OF LOUDONVILLE

EXHIBIT A

An Equal Opportunity Employer

TITLE: Firefighter - Advanced EMT-A

CODE: Part-time / Volunteer

Page 1 of 2

JOB RESPONSIBILITIES: Responds to emergency calls and assists with the control and suppression of fires; responds to calls for emergency medical treatment and provides EMT-A services. Must obtain and maintain certification from the State of Ohio as a Volunteer firefighter NFPA1a (minimum) and as an Advanced EMT-A. Must possess a State of Ohio vehicle operator's license, plus must remain insurable under the Village's vehicle.

REQUIREMENTS: Completion of secondary education (high school/GED), plus a minimum certification from the State of Ohio as an EMT-A and a minimum of the thirty-six hour volunteer firefighter training (NFPA1a).

QUALIFICATIONS: Any combination of training and work experience in addition to the above requirements which indicates possession of skills, knowledge and abilities listed below. An example of an acceptable qualification for this position is: Completion of secondary education (high school/GED), plus a minimum certification from the State of Ohio as an Advanced EMT-A and a minimum of the thirty-six hour volunteer firefighter training (NFPA1a).

% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(1) Responds to calls for emergency medical treatment and provides any and all services which a an Advanced EMT-A is legally permitted to perform (cardiac monitoring; electrical interventions to support or correct the cardiac function; airway procedures; the administration of drugs and intravenous fluids; etc.); operates the emergency squad vehicle to respond to emergency medical situations.</p> <p>(2) Responds to emergency calls and assists with the control and suppression of fires (makes openings in buildings for ventilation and entrance; cuts holes in roofs and floors when necessary; lays hose and operates pumping engines to ensure proper pressure; rescues persons trapped in burning buildings; participates in salvage and overhaul; operates engines, trucks, and other equipment).</p> <p>(3) Responds to other types of emergency rescue or emergency assistance situations (cliff rescues, confined space rescue, trench rescues, etc.).</p>	<p>(1) Knowledge of: Modern Advanced EMT-A principles, practices, and equipment*; modern firefighting principles, practices, and equipment*; geographical layout of the protection area*; extrication procedures and equipment*; rescue procedures and equipment*; general custodial and maintenance practices and equipment.</p> <p>(2) Ability To: Communicate effectively; exercise sound judgment during stressful situations; follow detailed instructions; work independently or with others; perform manual tasks for extended periods of time; lift or move up to one hundred (100) pounds; develop and maintain working relationship with co-workers, supervisors, the general public, and other agencies; collect, analyze, and interpret data; prepare and maintain accurate documentation; maintain confidentiality's.</p> <p>SKILL IN: Operating/utilizing EMT-A tools and equipment; operating/utilizing fire fighting tools and equipment; operating/utilizing rescue tools and equipment*.</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)

CLASSIFICATION SPECIFICATION
VILLAGE OF LOUDONVILLE

An Equal Opportunity Employer

TITLE: Firefighter - Advanced EMT-A

CODE: Part-time / Volunteer

Page 2 of 2

% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(4) Cleans up and restores or replenishes equipment after returning from emergency calls.</p> <p>(5) Demonstrates regular and predictable attendance.</p> <p>(6) Maintains required licenser and certification.</p> <p>OTHER DUTIES AND RESPONSIBILITIES:</p> <p>(1) Maintains departmental tools and equipment; assists with maintaining the cleanliness and orderliness of the fire station (sweeps floors, washes windows, cuts grass, shovels snow, paints, etc.); assists with departmental vehicle maintenance.</p> <p>(2) Participates in training drills and studies material in order to enhance skills and improve response readiness.</p> <p>(3) Performs a variety of other assignments to assist with the efficient operation of the department (may assist with the instruction of others, checks fire hydrants for their operation and condition, conducts public tours of the fire station, may make presentations to service groups, clubs, schools, helps inventory supplies and equipment.)</p> <p>(4) Performs any and all other duties as directed by the Fire Chief or EMS Supervisor or any other person acting on behalf or in place of the Chief, which in the opinion of the Chief or such other person are necessary to be performed in order to promote, further, or ensure the effective and efficient operation of the fire department.</p>	<p>EQUIPMENT OPERATED</p> <p>(1) Department vehicles, Advanced EMT-A instruments and equipment, fire fighting tools and equipment, rescue tools and equipment.</p> <p>INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS</p> <p>(1) Works with and around vehicles and equipment; is exposed to blood and other bodily fluids; is exposed to fire, heat, and smoke; must be able to lift and carry unconscious persons.</p> <p>2) The primary duties of this class are performed in a work environment in which the employee is subject to potential personal danger. Therefore, the following physical abilities are deemed essential:</p> <ul style="list-style-type: none">-Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively, including during emergency situations which may involve a high degree of noise;-Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at a fire or related emergency scene;-Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in fire fighting;-Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property. <p>THIS POSITION DESCRIPTION IN NO MANNER STATES OR IMPLIES THAT THESE ARE THE ONLY DUTIES AND RESPONSIBILITIES TO BE PERFORMED BY THE POSITION INCUMBENT.</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)

CLASSIFICATION SPECIFICATION

VILLAGE OF LOUDONVILLE

An Equal Opportunity Employer

TITLE: Firefighter - EMT-A

CODE: Part-time / Volunteer

Page 1 of 2

JOB RESPONSIBILITIES: Responds to emergency calls and assists with the control and suppression of fires; responds to calls for emergency medical treatment and provides Advanced EMT-A services. Must obtain and maintain certification from the State of Ohio as a Volunteer firefighter NFPA1a (minimum) and as an Emergency Medical Technician-EMT-A. Must possess a State of Ohio vehicle operator's license, plus must remain insurable.

REQUIREMENTS: Completion of secondary education (high school/GED), plus a minimum certification from the State of Ohio as an EMT-A and a minimum of the thirty-six hour volunteer firefighter training (NFPA1a).

QUALIFICATIONS: Any combination of training and work experience in addition to the above requirements which indicates possession of skills, knowledge and abilities listed below. An example of an acceptable qualification for this position is: Completion of secondary education (high school/GED), plus a minimum certification from the State of Ohio as an EMT-A and a minimum of the thirty-six hour volunteer firefighter training (NFPA1a).

% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(1) Responds to calls for emergency medical treatment and provides any and all services which an EMT-A is legally permitted to perform (cardiac monitoring; electrical interventions to support or correct the cardiac function; airway procedures; the administration of drugs etc.); operates the emergency squad vehicle to respond to emergency medical situations.</p> <p>(2) Responds to emergency calls and assists with the control and suppression of fires (makes openings in buildings for ventilation and entrance; cuts holes in roofs and floors when necessary; lays hose and operates pumping engines to ensure proper pressure; rescues persons trapped in burning buildings; participates in salvage and overhaul; operates engines, trucks, and other equipment).</p> <p>(3) Responds to other types of emergency rescue or emergency assistance situations (cliff rescues, confined space rescue, trench rescues, etc.).</p>	<p>(1) Knowledge of: Modern EMT-A principles, practices, and equipment*; modern firefighting principles, practices, and equipment*; geographical layout of the protection area*; extrication procedures and equipment*; rescue procedures and equipment*; general custodial and maintenance practices and equipment.</p> <p>(2) Ability To: Communicate effectively; exercise sound judgment during stressful situations; follow detailed instructions; work independently or with others; perform manual tasks for extended periods of time; lift or move up to one hundred (100) pounds; develop and maintain working relationship with co-workers, supervisors, the general public, and other agencies; collect, analyze, and interpret data; prepare and maintain accurate documentation; maintain confidentiality's.</p> <p>SKILL IN: Operating/utilizing EMT-A tools and equipment; operating/utilizing fire fighting tools and equipment; operating/utilizing rescue tools and equipment*.</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)

CLASSIFICATION SPECIFICATION
VILLAGE OF LOUDONVILLE

An Equal Opportunity Employer

TITLE: Firefighter - EMT-A

CODE: Part-time / Volunteer

Page 2 of 2

% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(4) Cleans up and restores or replenishes equipment after returning from emergency calls.</p> <p>(5) Demonstrates regular and predictable attendance.</p> <p>(6) Maintains required licenser and certification.</p> <p>OTHER DUTIES AND RESPONSIBILITIES:</p> <p>(1) Maintains departmental tools and equipment; assists with maintaining the cleanliness and orderliness of the fire station (sweeps floors, washes windows, cuts grass, shovels snow, paints, etc.); assists with departmental vehicle maintenance.</p> <p>(2) Participates in training drills and studies material in order to enhance skills and improve response readiness.</p> <p>(3) Performs a variety of other assignments to assist with the efficient operation of the department (may assist with the instruction of others, checks fire hydrants for their operation and condition, conducts public tours of the fire station, may make presentations to service groups, clubs, schools, helps inventory supplies and equipment.)</p> <p>(4) Performs any and all other duties as directed by the Fire Chief or EMS Supervisor or any other person acting on behalf or in place of the Chief, which in the opinion of the Chief or such other person are necessary to be performed in order to promote, further, or ensure the effective and efficient operation of the fire department.</p>	<p>EQUIPMENT OPERATED</p> <p>(1) Department vehicles, Advanced EMT-A instruments and equipment, fire fighting tools and equipment, rescue tools and equipment.</p> <p>INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS</p> <p>(1) Works with and around vehicles and equipment; is exposed to blood and other bodily fluids; is exposed to fire, heat, and smoke; must be able to lift and carry unconscious persons.</p> <p>(2) The primary duties of this class are performed in a work environment in which the employee is subject to potential personal danger. Therefore, the following physical abilities are deemed essential:</p> <ul style="list-style-type: none">-Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively, including during emergency situations which may involve a high degree of noise;-Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at a fire or related emergency scene;-Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in fire fighting;-Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property. <p>THIS POSITION DESCRIPTION IN NO MANNER STATES OR IMPLIES THAT THESE ARE THE ONLY DUTIES AND RESPONSIBILITIES TO BE PERFORMED BY THE POSITION INCUMBENT.</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)

CLASSIFICATION SPECIFICATION

VILLAGE OF LOUDONVILLE

An Equal Opportunity Employer

TITLE: Firefighter - Paramedic

CODE: Full-time

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JOB RESPONSIBILITIES: Responds to emergency calls and assists with the control and suppression of fires; responds to calls for emergency medical treatment and provides paramedic services. Must obtain and maintain certification from the State of Ohio as a full-time firefighter (NFPAII) and as an Emergency Medical Technician - Paramedic. Must possess a State of Ohio vehicle operator's license, plus must remain insurable under the Village's.

REQUIREMENTS:

Completion of secondary education (high school/GED), plus a minimum certification from the State of Ohio as an EMT-P and FFII.

QUALIFICATIONS:

Any combination of training and work experience in addition to the above requirements which indicates possession of skills, knowledge and abilities listed below. An example of an acceptable qualification for this position is:

Completion of secondary education (high school/GED), plus a minimum certification from the State of Ohio as an EMT-P and FFII.

% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(1) Responds to calls for emergency medical treatment and provides any and all services which a paramedic is legally permitted to perform (cardiac monitoring; electrical interventions to support or correct the cardiac function; airway procedures; the administration of drugs and intravenous fluids; etc.); operates the emergency squad vehicle to respond to emergency medical situations.</p> <p>(2) Responds to emergency calls and assists with the control and suppression of fires (makes openings in buildings for ventilation and entrance; cuts holes in roofs and floors when necessary; lays hose and operates pumping engines to ensure proper pressure; rescues persons trapped in burning buildings; participates in salvage and overhaul; operates engines, trucks, and other equipment).</p> <p>(3) Responds to other types of emergency rescue or emergency assistance situations (cliff rescues, confined space rescue, trench rescues, etc.).</p>	<p>(1) Knowledge of: Modern paramedic principles, practices, and equipment*; modern firefighting principles, practices, and equipment*; geographical layout of the protection area*; extrication procedures and equipment*; rescue procedures and equipment*; general custodial and maintenance practices and equipment.</p> <p>Ability To: Communicate effectively; exercise sound judgment during stressful situations; follow detailed instructions; work independently or with others; perform manual tasks for extended periods of time; lift or move up to one hundred (100) pounds; develop and maintain working relationship with co-workers, supervisors, the general public, and other agencies; collect, analyze, and interpret data; prepare and maintain accurate documentation; maintain confidentiality's.</p> <p>SKILL IN: Operating/utilizing paramedic tools and equipment; operating/utilizing fire fighting tools and equipment; operating/utilizing rescue tools and equipment*.</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)

CLASSIFICATION SPECIFICATION
VILLAGE OF LOUDONVILLE

An Equal Opportunity Employer

TITLE: Firefighter - Paramedic

CODE: Full-time

Page 2 of 2

% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(4) Cleans up and restores or replenishes equipment after returning from emergency calls.</p> <p>(5) Demonstrates regular and predictable attendance.</p> <p>(6) Maintains required licenser and certification.</p> <p>OTHER DUTIES AND RESPONSIBILITIES:</p> <p>(1) Maintains departmental tools and equipment; assists with maintaining the cleanliness and orderliness of the fire station (sweeps floors, washes windows, cuts grass, shovels snow, paints, etc.); assists with departmental vehicle maintenance.</p> <p>(2) Participates in training drills and studies material in order to enhance skills and improve response readiness.</p> <p>(3) Performs a variety of other assignments to assist with the efficient operation of the department (may assist with the instruction of others, checks fire hydrants for their operation and condition, conducts public tours of the fire station, may make presentations to service groups, clubs, schools, helps inventory supplies and equipment.)</p> <p>(4) Performs any and all other duties as directed by the Fire Chief or EMS Supervisor or any other person acting on behalf or in place of the Chief, which in the opinion of the Chief or such other person are necessary to be performed in order to promote, further, or ensure the effective and efficient operation of the fire department.</p>	<p>EQUIPMENT OPERATED</p> <p>(1) Department vehicles, paramedic instruments and equipment, fire fighting tools and equipment, rescue tools and equipment.</p> <p>INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS</p> <p>(1) Works with and around vehicles and equipment; is exposed to blood and other bodily fluids; is exposed to fire, heat, and smoke; must be able to lift and carry unconscious persons.</p> <p>(2) The primary duties of this class are performed in a work environment in which the employee is subject to potential personal danger. Therefore, the following physical abilities are deemed essential:</p> <ul style="list-style-type: none">-Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively, including during emergency situations which may involve a high degree of noise;-Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at a fire or related emergency scene;-Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in fire fighting;-Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property. <p>THIS POSITION DESCRIPTION IN NO MANNER STATES OR IMPLIES THAT THESE ARE THE ONLY DUTIES AND RESPONSIBILITIES TO BE PERFORMED BY THE POSITION INCUMBENT.</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)

CLASSIFICATION SPECIFICATION
VILLAGE OF LOUDONVILLE

An Equal Opportunity Employer

TITLE: Firefighter - Paramedic

CODE: Part-time / Volunteer

Page 1 of 2

JOB RESPONSIBILITIES: Responds to emergency calls and assists with the control and suppression of fires; responds to calls for emergency medical treatment and provides paramedic services. Must obtain and maintain certification from the State of Ohio as a 36 Hour Volunteer Firefighter (NFPA1a) and as an Emergency Medical Technician - Paramedic. Must possess a State of Ohio vehicle operator's license, plus must remain insurable under +

REQUIREMENTS: Completion of secondary education (high school/GED), plus a minimum certification from the State of Ohio as an EMT-P and a minimum of the thirty-six hour volunteer firefighter training (NFPA1a).

QUALIFICATIONS: Any combination of training and work experience in addition to the above requirements which indicates possession of skills, knowledge and abilities listed below. An example of an acceptable qualification for this position is:
Completion of secondary education (high school/GED), plus a minimum certification from the State of Ohio as an EMT-P and a minimum of the thirty-six hour volunteer firefighter training (NFPA1a).

% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(1) Responds to calls for emergency medical treatment and provides any and all services which a paramedic is legally permitted to perform (cardiac monitoring; electrical interventions to support or correct the cardiac function; airway procedures; the administration of drugs and intravenous fluids; etc.); operates the emergency squad vehicle to respond to emergency medical situations.</p> <p>(2) Responds to emergency calls and assists with the control and suppression of fires (makes openings in buildings for ventilation and entrance; cuts holes in roofs and floors when necessary; lays hose and operates pumping engines to ensure proper pressure; rescues persons trapped in burning buildings; participates in salvage and overhaul; operates engines, trucks, and other equipment).</p> <p>(3) Responds to other types of emergency rescue or emergency assistance situations (cliff rescues, confined space rescue, trench rescues, etc.).</p>	<p>(1) Knowledge of: Modern paramedic principles, practices, and equipment*; modern firefighting principles, practices, and equipment*; geographical layout of the protection area*; extrication procedures and equipment*; rescue procedures and equipment*; general custodial and maintenance practices and equipment.</p> <p>(2) Ability To: Communicate effectively; exercise sound judgment during stressful situations; follow detailed instructions; work independently or with others; perform manual tasks for extended periods of time; lift or move up to one hundred (100) pounds; develop and maintain working relationship with co-workers, supervisors, the general public, and other agencies; collect, analyze, and interpret data; prepare and maintain accurate documentation; maintain confidentiality's.</p> <p>SKILL IN: Operating/utilizing paramedic tools and equipment; operating/utilizing fire fighting tools and equipment; operating/utilizing rescue tools and equipment*.</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)

CLASSIFICATION SPECIFICATION
VILLAGE OF LOUDONVILLE

An Equal Opportunity Employer

TITLE: Firefighter - Paramedic

CODE: Part-time / Volunteer

Page 2 of 2

% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(4) Cleans up and restores or replenishes equipment after returning from emergency calls.</p> <p>(5) Demonstrates regular and predictable attendance.</p> <p>(6) Maintains required licenser and certification.</p> <p>OTHER DUTIES AND RESPONSIBILITIES:</p> <p>(1) Maintains departmental tools and equipment; assists with maintaining the cleanliness and orderliness of the fire station (sweeps floors, washes windows, cuts grass, shovels snow, paints, etc.); assists with departmental vehicle maintenance.</p> <p>(2) Participates in training drills and studies material in order to enhance skills and improve response readiness.</p> <p>(3) Performs a variety of other assignments to assist with the efficient operation of the department (may assist with the instruction of others, checks fire hydrants for their operation and condition, conducts public tours of the fire station, may make presentations to service groups, clubs, schools, helps inventory supplies and equipment.)</p> <p>(4) Performs any and all other duties as directed by the Fire Chief or EMS Supervisor or any other person acting on behalf or in place of the Chief, which in the opinion of the Chief or such other person are necessary to be performed in order to promote, further, or ensure the effective and efficient operation of the fire department.</p>	<p>EQUIPMENT OPERATED</p> <p>(1) Department vehicles, paramedic instruments and equipment, fire fighting tools and equipment, rescue tools and equipment.</p> <p>INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS</p> <p>(1) Works with and around vehicles and equipment; is exposed to blood and other bodily fluids; is exposed to fire, heat, and smoke; must be able to lift and carry unconscious persons.</p> <p>(2) The primary duties of this class are performed in a work environment in which the employee is subject to potential personal danger. Therefore, the following physical abilities are deemed essential:</p> <ul style="list-style-type: none">-Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively, including during emergency situations which may involve a high degree of noise;-Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at a fire or related emergency scene;-Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in fire fighting;-Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property. <p>THIS POSITION DESCRIPTION IN NO MANNER STATES OR IMPLIES THAT THESE ARE THE ONLY DUTIES AND RESPONSIBILITIES TO BE PERFORMED BY THE POSITION INCUMBENT.</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)

CLASSIFICATION SPECIFICATION
VILLAGE OF LOUDONVILLE

An Equal Opportunity Employer

TITLE: Ambulance Driver

CODE:

Page 1 of 2

JOB RESPONSIBILITIES: Under general supervision; responds to emergencies, performs related basic life support techniques and methods to provide emergency medical care at the scene and en-route to hospital; utilizes/operates vehicles, equipment, instruments, and other related materials and supplies to aid in treatment; renders rescue; performs routine maintenance and/or inventory of buildings, grounds, vehicles, supplies and

REQUIREMENTS: Completion of secondary education (high School/GED), certification by the State of Ohio of EMR(minimum) and or 36 hour Volunteer Firefighter ; possession of valid State of Ohio motor vehicle operator's license.

QUALIFICATIONS: Any combination of training and work experience in addition to the above requirements which indicates possession of skills, knowledge and abilities listed below. An example of an acceptable qualification for this position is:
Completion of secondary education (high school/GED) and certification by the State of Ohio of EMR(minimum) and or 36 hour Volunteer Firefighter ; possession of valid State of Ohio motor vehicle operator's license.

% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(1) Responds to emergencies and provides, in conjunction with M.D. or other appropriate professionals, basic life support assistance; airway support, oxygen equipment, bandages, splints, back boards and other related life support and first-aid equipment supplies.</p> <p>(2) Performs various other forms of emergency medical assistance; assesses victim's vital signs, controls bleeding, immobilizes fractures, attempts rescue operation, transports victim to medical facility, etc.; maintains radio communications with hospital and dispatch station, acts on established protocol when radio contact cannot be made.</p> <p>(3) Ensures proper operation of life support equipment, instruments and supplies; inventories and restocks drugs and medical supplies; inspects cleans and performs minor maintenance on vehicles.</p>	<p>(1) Knowledge of (a) basic life support, methods, procedures and techniques, (b) operation or utilization of equipment, instruments and other materials supplies used in life support assistance. (c) geographical layout of territory; ability to (d) recognize symptoms and take appropriate action, (e) exercise sound judgment under possible stressful circumstances, (f) follow detailed oral and written instructions, (g) develop and maintain effective working relationships with associates, officials, professionals and general public.</p> <p>(2) Knowledge of (a), (b), (c); ability to (d), (e), (f), (g), (h) and perform heavy manual tasks for varied periods of time under possible dangerous conditions, (i) maintains safety of vehicle en-route to scene/medical facility, (j) operate radio equipment.</p> <p>(3) Knowledge of (b); ability to (f), (k) utilize routine mechanics equipment and tools, e.g., wrenches, screwdrivers, hammers, etc.</p> <p>4) Knowledge of (1) routine custodial and building and grounds maintenance methods, procedures and equipment; ability to (f).</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)

CLASSIFICATION SPECIFICATION
VILLAGE OF LOUDONVILLE

An Equal Opportunity Employer

TITLE: Ambulance Driver

CODE:

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% of time	ILLUSTRATIVE DUTIES: (The duties listed below are intended to depict tasks performed by this classification.)	KNOWLEDGE, SKILLS AND ABILITIES: necessary to perform duties (*indicates development after employment)
	<p>(4) Maintains cleanliness and orderliness of station; sweeps floor, washes dishes, mows lawn around station, shovels snow, washes windows and performs other minor maintenance around station as necessary.</p> <p>(5) Prepares and submits run reports; e.g., record of treatment, nature of problem, victim identification information.</p> <p>(6) Communicates with victim, victim's families, law officers, firefighters, M.D.'s and general public; conducts demonstrations and tours of facility for general public.</p> <p>(7) Maintains certifications, e.g., attends training seminars, takes licensing re-examinations as required, attends training meetings.</p> <p>(8) Performs related duties as assigned or required.</p>	<p>(5) Ability to (f), (m) prepare and submit accurate documentation.</p> <p>(6) Knowledge of (a), (b), (n) public relations; ability to (g), (o) communicate effectively through speech and writing.</p> <p>(7) Knowledge of (a), (b); ability to (e), (f), (g).</p> <p>(8) Knowledge of (a), (b), (c), (l), (n); ability to (d), (e), (f), (g), (h), (i), (j), (k), (m), (o).</p> <p>The primary duties of this class are performed in a work environment in which the employee is subject to potential personal danger. Therefore, the following physical abilities are deemed essential:</p> <ul style="list-style-type: none">-Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively, including during emergency situations which may involve a high degree of noise;-Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at a fire or related emergency scene;-Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in fire fighting;-Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property. <p>THIS POSITION DESCRIPTION IN NO MANNER STATES OR IMPLIES THAT THESE ARE THE ONLY DUTIES AND RESPONSIBILITIES TO BE PERFORMED BY THE POSITION INCUMBENT.</p>

Date Adopted: _____

Date Revised: _____

(Ordinance No. _____)