



TOWN OF GROVELAND
Fire Department Headquarters
181 Main Street
Groveland, Massachusetts 01834



Chief of Department
Robert Valentine

January 30, 2025

Career Firefighter/EMT

The Groveland Fire Department is opening up the application period for the purpose of filling a career firefighter position, with a pay scale of \$62,000.00 to \$65,000.00 and benefit package through the town. The work schedule will be Monday thru Friday, with hours to be determined by the Chief equaling forty- hours per week. Minimum requirements shown below, EMT to be obtained within six months of appointment if from out of state. The letter of intent with resume should be emailed to rvalentine@grovelandma.com no later than 4:00 PM on Friday February 14, 2025. The Town of Groveland is an equal opportunity employer.

1. High School Diploma/GED
2. Massachusetts Driver/Operator License
3. Must be at least 18 years of age
4. Must be a U.S. Citizen
5. Certified Massachusetts Emergency Medical Technician Basic
6. Certified NFPA 1001 Level 2 Firefighter
7. NIMS 100, 200 and 700

Job Description

DEFINITION

The Firefighter is responsible for both the suppression of fires and response to such fire-related incidents as well as being an emergency medical responder (EMT or Paramedic). The Firefighter performs duties ranging from the control of fires, response to emergency situations and special incidents such as those involving hazardous materials, and catastrophic events. The Firefighter reports directly to the Shift Officer or their assigned Company Officer.

ESSENTIAL FUNCTIONS

The essential functions or duties listed below are intended only as illustrations 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 the work is similar, related, or a logical assignment to the position.

- Performs firefighting activities utilizing fire hose, heavy stream, appliances, extinguishers, and ladders, ventilates burning buildings and uses forcible entry tools, as necessary;
- Enters burning buildings to evacuate and rescue persons in danger and control fire(s);

- Protects fire-damaged property by spreading salvage covers, removing excess water and debris, and securing buildings against rekindling, inclement weather, and trespassers;
- Drives and/or operates all department equipment and apparatus;
- Provision of emergency medical services and advanced life support, as necessary;
- Perform continuous training in order to remain proficient in assigned tasks and knowledgeable of emerging tactics and techniques in responding to fire-related and emergency situations;
- Conducts routine maintenance of departmental equipment and apparatus, as well as the cleanliness and serviceability of department facilities;
- Occasionally interacts with the public in order to service residents in request of inspections and/or permits;
- Performs similar or related work, as necessary, either by direction or as each given situation dictates.

SUPERVISION RECEIVED

Under general direction or at the direction of the commanding officer, the employee plans and prioritizes the work independently, in accordance with standard practices and previous training. Employee is expected to solve most problems of detail or unusual situations by adapting methods or interpreting instructions accordingly. Instructions for new assignments or special projects usually consist of statements of desired objectives, deadlines and priorities. Technical and policy problems or changes in procedures are discussed with supervisor.

JUDGMENT AND COMPLEXITY

The work requires examining, analyzing and evaluating facts and circumstances surrounding individual problems, situations or transactions, and determining actions to be taken within the limits of standard or accepted practices. Guidelines include a large body of policies, practices, regulations and precedents which may be complex. Judgment is used in analyzing specific situations to determine appropriate actions. Requires understanding, interpreting and applying federal, state and local regulations.

NATURE AND PURPOSE OF CONTACTS

Relationships are primarily with co-workers, vendors and the public involving frequent explanation, discussion or interpretation of practices, procedures, regulations or guidelines in order to render service, plan or coordinate work efforts, or resolve operating problems. Other regular contacts are with service recipients and employees of outside organizations. More than ordinary courtesy, tact and diplomacy may be required to resolve complaints or deal with hostile, uncooperative or uninformed persons.

CONFIDENTIALITY

Employee has regular access at the departmental level to a wide variety of confidential information, including personnel records, medical records, lawsuits and client records.

EDUCATION AND EXPERIENCE

High School diploma or equivalent and at least one year of relevant experience.

Certification as a Massachusetts Emergency Medical Technician (EMT) and as a Firefighter I/II required, along with Class D Motor Vehicle License, CPR certification, and NIMS 700 and ICS100 and 200.

KNOWLEDGE, ABILITY, AND SKILLS

Knowledge: Working knowledge of the hazards and safety precautions involved in the work performed. Working knowledge of fire suppression and prevention principles, procedures, techniques, and equipment. Working knowledge of first aid and resuscitation techniques and their application.

Abilities: Ability to interact positively with superiors, fellow firefighters, and other staff, as well as remain focused and capable during emergency situations. Ability to be effective under conditions which create emotional and physical stress. Ability to apply standard firefighting and emergency aid techniques to specific situations. Ability to perform arduous tasks requiring physical endurance and agility under adverse conditions. Ability to repair various equipment is helpful.

Skills: Skilled in the operation of all departmental apparatus and equipment. Good communication skills.

WORK ENVIRONMENT

The nature of duties may involve continuous presence of unpleasant or irritating elements, such as considerable noise, odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease. Work may be continually performed outdoors, regardless of weather conditions. May be required to be on call for 24 hours or being under prolonged pressure during emergency situations. Decisions must be made under conditions of immediate danger to life and health.

PHYSICAL, MOTOR, AND VISUAL SKILLS

Physical Skills

Work requires moderate intermittent physical strength and effort daily, such as, lifting heavy objects, carrying the object(s) and stacking them or placing them in a vehicle or storage area. In addition, pulling, pushing, standing or walking for the full work day may also be involved.

Motor Skills

Essential functions involve close hand and eye coordination and physical dexterity. Manipulation and motor control under conditions which may require extreme accuracy.

Visual Skills

Visual demands require routinely reading documents for general understanding and analytical purposes.