

HIRING SOON!



FOREST HILL FIRE DEPARTMENT

WE ARE A FIRST RESPONDER ORGANIZATION (FRO) = NO AMBULANCE!

REQUIREMENTS

- *Must be at least 18 years of age but not 36 years of age or older.
- *Must possess a valid Texas Driver License. *Class B required within 1 year of start date.*
- *Must be a U.S. Citizen.
- *Must possess a High School Diploma or GED.
- *Must possess a minimum of a TCFP Basic Structural Firefighter Certificate.
- *Must possess a minimum of a valid TDSHS EMT Certificate.

CPAT:
OCTOBER 31, 2026

SALARY

FIREFIGHTER/EMT
\$68,306.78
plus applicable FLSA overtime

BENEFITS

Civil Service
48/96 Shift Schedule
TMRS Retirement 7% contribution with 2:1 match
13 Paid Holidays
Seniority Pay
Certification Pay
Educational Incentive Pay

Scan the QR code. Complete the Job Interest Card and Personal History Statement. Deadline : **October 21, 2026 by 5pm**
Email Job Interest Card and Personal History Statement with proof of TCFP and TDSHS Certifications to:
fhfd@foresthilltx.org



Pride | Integrity | Community | Service | Leadership



FIREFIGHTER/EMT-BASIC

DEPARTMENT:	Fire	SALARY LEVEL:
DIVISION:	Operations	JOB CODE:
SUPERVISOR'S TITLE:	Fire Lieutenant	FLSA STATUS: Non - Exempt
POSITIONS SUPERVISED:	N/A	F3

JOB SUMMARY:

Under general supervision of the station officer, provides direct services, individually and as a member of a team in response to fire, rescue, hazmat, and other incidents. Additionally, a Firefighter/EMT will respond to medical emergencies and provide prehospital Basic Life Support (BLS) care to victims of injury or illness. A Firefighter/EMT is a medical authority at an emergency medical scene and as such, makes medical decisions based on standing orders, protocols, and orders from online and off-line medical direction.

ESSENTIAL JOB FUNCTIONS: *(Not all inclusive of all duties required of the position.)*

- Performs diagnostic and medical procedures.
- Drives and operates apparatus as assigned and/or operates as a member of a BLS engine or other fire apparatus.
- Accurately completes written and verbal reports on patient care to ambulance crew.
- Performs a thorough, daily inspection of the apparatus to which he/she is assigned; notifies station officer of any condition requiring repair or maintenance; ensures that the inventory of supplies and equipment is complete; assures that apparatus, equipment, and records are maintained.
- Comprehends and documents complete and accurate patient histories.
- Checks medications and equipment daily to ensure proper control and inventory.
- Lays hose lines, operates nozzles, pumps, and hydrants; utilizes fire extinguishers and performs other actions to suppress fire; operates hydraulic, pneumatic, manual, and power tools.
- Participates in salvage operations and post-fire operations; uses salvage covers, floor runners, and other related equipment to reduce property damage from heat, smoke, fire, gases, and water.
- Participates in drills and training evolutions as directed.
- Participates in fire and life safety inspections of commercial and residential properties; checks operating condition of hydrants.
- Cleans and performs general maintenance of fire equipment and fire stations.
- Responds to scenes of accidents or acute illness for which emergency medical care has been requested.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor. Such tasks shall be capable of being performed with reasonable accommodation, if necessary, that does not impair a business necessity or impose an undue business hardship and without presenting a direct threat to the safety of the applicant or others.



- Required to transfer, lift, and move patients while employing appropriate safety and lifting techniques.
- Responds to hazardous materials incidents at an operations level and responds to other calls for assistance as requested by the public.
- Participates in public education programs in schools, civic groups and other locations as requested.
- Conducts departmental training sessions on topics related to the employee's job functions.
- Utilizes city computer system for patient care documentation, record keeping, pre-incident planning and other job-related functions.
- Drives and operates fire apparatus under the direction of the station officer and according to procedures as outlined in FHFD SOGs.
- Participates in daily physical training.
- Performs related duties as required.

MINIMUM QUALIFICATIONS:

- Must possess a high school diploma or acceptable equivalent (GED).
- Must possess and maintain a valid Texas Class "B" (Non-CDL) Driver's License.
- Must possess and maintain a Texas Commission on Fire Protection (TCFP) Basic Firefighter Certification; Intermediate or Advanced Firefighter Certification preferred.
- Must possess and maintain a Texas Department of State Health Services (TDSHS) Emergency Medical Technician (EMT) Certification.

QUALIFYING EDUCATION AND EXPERIENCE:

Knowledge, Skills and Abilities Required:

- Must have skill in communicating and understanding written and oral instructions.
- Ability to reason abstractly using mechanical concepts.
- Must have the ability to take effective action in emergency situations.
- Ability to handle high levels of personal stress and to maintain composure under a variety of adverse conditions, including verbal and physical abuse, witnessing death and critical injuries, and experiencing risk of personal harm.
- Must get along well with the public.
- Must maintain physical endurance and agility to perform the job functions.
- Must be proficient in BLS skills.
- Must maintain familiarity with standing orders provided by off-line medical director.
- Must have knowledge of medical terminology.
- Working knowledge of effective techniques and methods of fire suppression and control; working knowledge of effective operation of policies and procedures established for FHFD; some knowledge of hazardous substances and their control.
- Skill in the operation of the apparatus to be driven; skill in maintenance of equipment and station; skill in operation of fire and emergency medical service equipment.

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- Working knowledge of departmental regulations and procedures; ability to deal tactfully and effectively with the public.
- Exhibit emotional stability under stress.
- Effectively read, write, and communicate in the English language.
- Word processing or data entry required.

Written/Modified By:

Angela Locuste, Human Resources & Civil Service Director

Date: _____

Approved By:

Gregory Werner, Fire Chief

Date: _____

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Rev. 11/2024