



City of Aberdeen
123 South Lincoln Street
Aberdeen, SD 57401 | (605) 626-7013
hr@aberndeen.sd.us

JOB DESCRIPTION

Job Title: Firefighter/EMT
Department: Fire Department
Reports to: Fire Chief
FLSA Status: Nonexempt
Salary Grade: 2A
2026 Wage: \$62,846.99 annually

JOB SUMMARY

This position performs fire prevention and suppression, emergency medical service, and rescue activities.

MAJOR DUTIES

- Trained and certified in and engages in on behalf of Aberdeen Fire Rescue, fire suppression, including prevention, control, and extinguishment of fires.
- Trained and certified in and engages in on behalf of Aberdeen Fire & Rescue, rescue, medical emergency, and other emergency situations where life, property, or the environment are at risk.
- Drives assigned apparatus to fire, rescue and emergency medical calls.
- Responds to fire alarms and uses firefighting skills to evaluate and carry out actions to most efficiently control the emergency at hand; assists with the fighting of structural fires.
- Operates a variety of pumps, ladders, hoses and other equipment at the scene of fire, rescue and other emergency incidents.
- Responds to medical emergencies and uses EMS skills to evaluate, treat, and stabilize patients.
- Completes required reports detailing fire and medical incident responses.
- Completes required training and maintains required certifications.
- Inspects equipment to ensure that it is in proper working order; washes and cleans equipment on a regular basis; repairs and performs routine maintenance on equipment; ensures the proper functioning of all emergency medical equipment and vehicles.

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- Maintains an adequate inventory of supplies aboard emergency vehicles; conducts regular inspections.
- Provides fire prevention information to the public; assists in teaching fire safety and CPR classes; provides tours of the fire station.
- Performs housekeeping, grounds keeping, and building maintenance duties.
- Conducts station and apparatus tours for school and other community groups.
- Conducts pre-incident planning on commercial and residential structures as requested.
- Performs other duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of the operation of all apparatus and equipment and methods used in combating, extinguishing and preventing fires and in rescue/EMS work.
- Knowledge of emergency medical principles and applications.
- Knowledge of firefighting standards, practices, strategies, tactics, and equipment.
- Knowledge of rules, regulations, and standard operating procedures of the fire department.
- Knowledge of equipment maintenance principles.
- Knowledge of hydrant locations, water systems and water mains.
- Knowledge of local, state, and federal fire codes.
- Knowledge of universal precautions relating to infection control.
- Knowledge of human anatomy and physiology.
- Knowledge of algebra, pharmacology, and chemistry.
- Knowledge of hazardous materials.
- Skill in the operation of all firefighting, rescue and EMS equipment, including motor vehicles.
- Skill in extrication techniques.
- Skill in patient assessment.
- Skill in the use of a computer.

- Skill in the use of radios and communication equipment.
- Skill in interpersonal relations.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Battalion Chief assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include department standard operating procedures, city ordinances and policies, fire rescue and EMS protocols, NFPA standards, and life and fire safety codes. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related fire suppression, rescue, and emergency medical service duties. The variety of emergency situations encountered contributes to the complexity of the work.
- The purpose of this position is to protect lives and property through fire prevention and suppression activities and provision of emergency medical services. Successful performance helps ensure the safety of lives and property in the community.

CONTACTS

- Contacts are typically with co-workers, other city employees, and representatives of other fire departments, medical practitioners, vendors, local business owners, and the general public.
- Contacts are typically to give or exchange information, resolve problems, provide services, and educate the public.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting, standing, stooping, walking, bending or crouching. The employee frequently lifts heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizing the sense of smell.
- The work is typically performed in an office, except while at fire or other emergency scenes. The employee may be exposed to machinery with moving parts, irritating chemicals, extreme temperatures, hazardous situations, and inclement weather. The work requires the use of protective clothing and devices.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

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MINIMUM QUALIFICATIONS

- Graduation from high school or possession of a GED.
- Required to pass written test, agility test, interview process, background check, and a comprehensive physical examination.
- Must not smoke or use any type of tobacco products in any form on or off duty.
- Must remain physically able to perform all required job duties.
- Must pass Annual Medical Exams and Individual Physical Ability Testing (IPAT).
- Aberdeen Fire Rescue subscribes to random drug testing procedures.
- Must possess and maintain a valid South Dakota driver's license.
- Successful completion of a South Dakota recognized Emergency Medical Technician program within fifteen (15) weeks of employment.
- Must obtain and maintain an Emergency Medical Technician (EMT) certificate within a maximum of six (6) attempts at the National Registry of Emergency Medical Technicians (NREMT) exam.
- Successful completion of the Aberdeen Fire Rescue fire academy within fifteen (15) weeks of employment.
- Must obtain and maintain a Firefighter certification within fifteen (15) weeks of employment and any other licenses or certifications required by law or Aberdeen Fire Rescue regulations within two (2) years.
- Must be able to participate in the Paramedic Program and obtain certification within three (3) years and with a maximum of six (6) attempts at the NREMT exam.

RESIDENCY

- Must reside within a twenty (20) mile radius of the Aberdeen City Hall. The City Manager, in his or her sole discretion and upon conditions he or she deems appropriate, may approve a written request to reside not more than thirty (30) miles from the Aberdeen City Hall.

ACKNOWLEDGEMENT

I acknowledge that I have received and reviewed this job description. I understand that this job description is intended to describe the general nature and level of work performed and is not an exhaustive list of all duties, responsibilities, or qualifications required for the position.

I understand that job duties, responsibilities, and assignments may change at any time based on the needs of the City and in accordance with applicable policies, contracts, ordinances, or collective bargaining agreements. I further acknowledge that I am able to perform the essential duties and responsibilities of this position, with or without reasonable accommodation.

Employee Name (Print): _____

Employee Signature: _____

Date: _____