



## COUNTY OF NYE

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### **CLASS TITLE: STATION SUPERINTENDENT / Emergency Responder**

#### **BASIC FUNCTION:**

Under direction of the Director of Emergency Services, is responsible for the upkeep of designated County facilities pertaining to fire and ambulance equipment, supplies, apparatus, facilities and other areas of the locations as identified. Work also involves responding to incident scenes (fire, ambulance, disaster etc.) and performing duties as designated per the general orders and standard operating guidelines set forth by the Nye County Emergency Services (NCES) Department.

**REPRESENTATIVE DUTIES:** *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the representative duties).*

1. Responsible for basic upkeep and stocking of fire / ambulance equipment, supplies, and apparatus coordinating with the Nye County Logistics Officer;
2. Maintaining fire department / ambulance service apparatus, vehicle maintenance, facility upkeep as assigned and in cooperation with designated Nye County Equipment Services & Building and Grounds personnel;
3. Fire department / ambulance service response and training duties will be coordinated working with the Nye County Volunteer Fire Department Coordinator, and the Nye County Volunteer Ambulance Service Coordinator, including special events;
4. Fire department inspection duties will be coordinated working with the Nye County Volunteer Fire Department Coordinator, in conjunction with Nye County Code Compliance;
5. Attends all training classes and meetings as directed;
6. Daily work and response attire will be designated by the Nye County Emergency Services guidelines;

#### **EDUCATION AND EXPERIENCE:**

Any combination of training, education, and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is: Any combination equivalent to the completion of high school and experience closely related to the duties and responsibilities of the class.

#### **LICENSES:**

Non-commercial class B driver's license with an F endorsement. (Must arrange testing for this class of license within the first 30 days of employment if not currently held.)

State certified Medical First Responder, minimum of State Certified Entry Level Firefighter (Must achieve the Firefighter I level of certification within 1 year from the date of hire.) All local, state and federal FEMA courses that are required for responders must be completed within 30 days of hire. Hazardous Materials Operations Level training within 6 months of date of hire. Employee shall maintain these minimum standards for the duration of employment.

**WORK DIRECTION, LEAD AND SUPERVISORY RESPONSIBILITIES:**

This position will work with the volunteers within the fire department and/or ambulance services in conjunction with tasks and duties spelled out by Nye County Emergency Services Director or his designee.

Tasks by this position may be performed as requested by the unincorporated appointed Town Boards with approval of the Emergency Services Director. This position will work closely with the individuals designated by the director to ensure continuity and support with NCES operations.

**CONTACTS:**

Emergency Services staff and volunteers; Nye County Equipment Services personnel; Nye County Buildings and Grounds personnel; Nye County Code Compliance personnel; Designated Contractors; Nye County Sheriff's Office personnel; Volunteer Fire Department personnel; Unincorporated appointed Town Boards; other departments and agencies as identified.

**PHYSICAL EFFORT:**

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Must be able to pass the mandated annual Fire Department physical as identified in the Nevada Revised Statutes. Subject to lifting heavy objects, bending, etc.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

**WORKING CONDITIONS:**

Work is performed under the following conditions: Office, apparatus bay, warehouse, outdoors, incident scenes, etc.