



949 West Alameda Street, Santa Fe, NM 87501  
Phone: 505-992-9880 Fax: 992-9895  
Email: [www.santafecountynm.gov](http://www.santafecountynm.gov)

## Job Title: Firefighter EMT-Basic Cadet

Department/Division:	Public Safety/Fire	
Salary:	\$11.4115/hr - \$17.1173/hr	Range: 8
	Starting Rate of Pay \$12.0373/hr	
Position Status:	Full-Time/Classified	
FLSA Status:	Partial 7K Exempt Position	
Closing Date:	September 13, 2017	
Job #:	8-2017-033	

**\*\*\* ALL CORRESPONDENCE WILL BE SENT TO THE EMAIL PROVIDED ON JOB APPLICATION \*\*\***

*The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only to provide a summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

### Primary Purpose:

The Cadet will be trained, educated, instructed and evaluated while in a Fire Academy conducted by the Santa Fe County Fire Department to serve and protect the people of Santa Fe County as an entry level firefighter and EMT-Basic.

### Essential Job Functions:

- Under immediate supervision, while in a training capacity, the firefighter cadet will begin to develop qualifications for the position of Firefighter/EMT. The firefighter cadet receives instruction, training and education during both a rigorous class schedule conducted primarily in a Fire Academy structure and during in-the-field apparatus or station assignments.
- The Santa Fe County Fire Department Fire Academy instructors will introduce the Cadet to fire department policies, procedures, standard operation guidelines in fire suppression, hazardous materials handling, rescue techniques, emergency medical technician-basic, safety procedures, community relations, operation and maintenance of firefighting equipment, apparatus and physical fitness.
- The Cadet will be required to satisfactorily perform all training, instruction, education and skills mandated for Fire Academy graduation. The Cadet may be required to perform administrative duties and/or other duties as assigned.
- The Cadet is required to attend an intense Fire Training Academy and become certified as a Firefighter II.
- Must pass an annual physical agility/capacity test and physical fitness/physical capacity testing conducted throughout the Fire Academy.

### **Knowledge / Skills :**

- Must be able to think and act quickly, communicate effectively verbally and in writing; must be capable of completing basic mathematical analysis, using a variety of fire suppression, medical equipment, and special protective gear under stressful emergency conditions; and to establish and maintain effective working relationships with associates and the public.
- The Cadet must have the ability to read, write and communicate well while interacting in a professional manner with Fire Administration, Academy Staff, Field Staff (both volunteer & paid) and other Cadets under routine and non-routine yet intense conditions and situations designed to prepare the Cadet for a career in the fire department.

### **Minimum Qualifications**

- Must have a high school diploma or G.E.D.
- Must have a valid State of New Mexico EMT-Basic License.
- One year EMT Basic field experience preferred.

### **Working Conditions:**

Work is performed both indoors and outdoors, in varied and sometimes extreme conditions. Work schedule shall include 8, 10, 12 or 24 hour variations within a given day and may be called back to work under emergency situations. Travel is required. The work schedule during the Fire Academy is Monday thru Friday 8:00 am thru 5:00 pm, unless there is an emergency situation. Arduous physical exertion is required under unusual situations. Annual physical capacity testing is required to determine fitness for duty. The Cadet must be able to lift 50 lbs. drag 185 lbs for 75 feet and pass subsequent annual physical capacity tests administered by the fire department. Manual and finger dexterity is required. May be subject to exposure to heat, heights, smoke, cuts, bruises, scrapes, burns, broken bones, insect and or animal bites, germs, bacteria, viruses, environmental allergens, gases, fumes, contagious diseases, mental anguish under emergency conditions, Cathode Ray Tubes, and Visual Display Terminals. The Cadet may be subject to life-threatening situations under very intense and extreme conditions.

### **Conditions of Employment:**

Selected candidate must submit to and pass a County paid pre-employment physical to include all regulations under DOT and OSHA Certifications, drug/alcohol screening, and a psychological profile exam. Additionally, selected candidate must submit to and pass a County paid criminal background screening. Selected candidate must possess and maintain an EMT Basic License from the State of New Mexico, failure to do so will result in termination of employment. Selected candidate must successfully complete the Santa Fe County Fire Department Fire Academy, including but not limited to, certification as Firefighter II. Selected candidate must possess and maintain a valid New Mexico Class D Drivers License. Upon completion of the Santa Fe County Fire Department Fire Academy, selected candidate must possess and maintain a New Mexico Class E Drivers License. Incumbent shall be appointed to drive County vehicles during the performance of his/her duties. Must submit to random drug testing.

**Submit Applications to:**

**Santa Fe County Human Resources  
949 West Alameda Santa Fe, NM 87501**

**Resumes will not be accepted in lieu of the official Santa Fe County employment application.  
Proof of education, certificates and/or endorsements must be attached to each application.**