



## City of Kansas City, Missouri Job Class Specification

**Job Title:** EMERGENCY SUPPLY TECHNICIAN (EST)      **Department:** FIRE  
**Job Code:** 3032      **Status:** NONEXEMPT      **Grade:** F-6

**Summary**      This is responsible work in receiving and stocking department supplies and equipment and preparing departmental equipment use in general operations.

### Duties and Responsibilities

- Receive all supplies and record such on appropriate documents.
- Decontaminate clean, detail and stock ambulances, vehicles and trailers
- Disperse and receive equipment that is assigned to companies or other personnel and document on the unit check in and checkout form
- Check and add vehicle fluids as assigned
- Required to respond to scenes with additional equipment when directed by the department.
- Able to retrieve equipment from stations, hospitals and from other locations and prepare it for service
- Able to perform equipment preventative maintenance as specified by the department
- Report any medical equipment malfunction through the chain of command
- Perform related duties as required.

### Technical Skills

Considerable knowledge of:  
The department's electronic communication systems.

Ability to:

- Access all areas within the ambulance and must be able to get in and out of the ambulance which is equal to 19" step.
- Lift equipment into the storage space of an ambulance, storage shelf or other location
- Utilize a ladder (12" rungs) to access supplies and equipment
- Push and pull (80 lb.) pallet jack.
- Manipulate 140 lb. oxygen tank into position.

### Education and Experience

High School diploma or GED

### Certificates/ Licenses/Special Requirements

Must be 19 years of age; provide a current and valid Missouri Drivers License or approved state drivers license by KCFD.  
Must pass pre-employment drug screen.

<b>Supervisory Responsibility</b>	None
<b>Supervision Received</b>	<p>Work is performed under general supervision.</p> <p>Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.</p>
<b>Created</b>	
<b>Revised</b>	05/10, 02/18