

Johnson Creek Fire & EMS Standard Operating Guideline

Effective Date: 1 May 2007	SOG Category & Identification Number: Administration – 100	Revision: 0
SOG Title: 100.06 JOB DESCRIPTIONS		
Approved by:	Re-evaluation Date: 30 April 2010	Number of Pages: 1

Purpose: To specifically identify that the members of the department will receive and abide by.

Scope: This procedure will apply to all department members and will be used for all applications to which the Johnson Creek Fire & EMS Department responds.

In order to clarify terms in this procedure the following definitions have been included:

None

General: These procedures will apply to all employees involved in any emergency that involves the Johnson Creek Fire & EMS Department.

100.06.01. JOBDESCRIPTIONS.

All members will be provided a job description for their position/title. The job description has been prepared to assist in the evaluation of various classes of responsibilities, skills, and working conditions. It indicates the kinds of tasks and levels of work difficulty generally required of positions given this job. The principle duties and responsibilities enumerated are all essential functions except for supplemental duties and responsibilities. Supplemental duties are described beginning with the word "May." This job description is not intended to limit or modify the right of any supervisor to assign, direct and control the work of employees. Nothing contained herein is intended or shall be construed to create or constitute a contract of employment between any employee or group of employees and the Village. The Village retains and reserves any and all rights to change, modify, amend, add to, or delete from any section of this description as it deems, in its judgment, to be proper. In closing the job description is a guideline to the types duties and is not all-inclusive.