

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
**Does Not Discriminate on the Basis of Race, Color, National Origin, Sex, Religion, Age,
or Disability in Employment or the Provision of Services.**

We are proud to be a drug free workplace. Screening tests for illegal drug use may be required as a condition of employment.

JOB POSTING

Date:	4/18/08	Department:	EMS
Title:	EMT	Reports To:	Paramedic Supervisor
Pay Grade/Salary Range:	38 \$9.24 - \$15.68/hr	Closing Date:	5/2/08

Any qualified employee of the Board (see job description below for MINIMUM QUALIFICATIONS) may request consideration for this position by submitting to Human Resources an approved Bid Form and an updated Job Application. Employee bids and applications for this position *may not* be received after six o'clock (6) p.m. on the closing date stated above without the specific permission of Human Resources.

POSITION PURPOSE & OBJECTIVES:

A paraprofessional position responsible for rendering pre-hospital life support functions, other emergency cares and rescue services including the operation of the ambulance.

ESSENTIAL JOB FUNCTIONS:

Provides Basic Life Support care (in compliance with Chapter 401, Florida Statutes and Chapter 10D-66, Florida Administrative Code) according to the established County EMS Procedures Manual and applicable protocols and standing orders, to person in need of medical attention.

Administers pre-hospital emergency rescue and medical services allowed within the scope of training. Assists the Paramedic partner in providing ALS care as assigned. Handles emergency and non-emergency patient transfers as assigned, including both in and out of the county.

Completes necessary written reports, including patient reports, patient bills, daily team and unit reports, in a timely, accurate fashion; Cleans and maintains ambulance and equipment on a daily basis, including maintaining required inventory of ambulance supplies, medical and life support equipment, and rescue equipment. Keeps assigned station clean; Responds productively to change and performs all other related tasks as required and as directed.

This is a **Disaster Essential** position.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge & Abilities: Knowledge of Cardio-Pulmonary Resuscitation, and the use of other Basic Life Support life sustaining practices and equipment. Knowledge of safety and comfort measures and methods in the handling and treatment of patients.

Knowledge and skill in defensive driving methods. Ability to become familiar with the roadway/highway systems within Highlands County. Knowledge of Florida safety requirements and privileges when responding to non-emergency and emergency situations. Knowledge of Florida traffic and driving regulations.

Ability to communicate effectively both orally and in writing. Ability to make sound judgements. Ability to work as part of a team. Ability to adhere to physician instructions, protocols and standing orders. Ability to climb and skill to perform minor maintenance on an ambulance. Must have legible handwriting.

Physical Abilities: Use of both hands with dexterity. Use of near and far vision. Complete hearing, use of both feet. Ability to operate a motor vehicle continuously for up to five (5) hours. Ability to climb, including stairs and ladders. Ability to lift and carry up to 150 pounds frequently. Must have successfully passed a departmental lifting test and be physically able to perform job duties.

SUPERVISORY RESPONSIBILITY: No direct supervisory control.

WORKING CONDITIONS: Both indoor and outdoor work in a demanding, stressful environment. Frequent exposure to blood-borne pathogens. Occasional exposure to hazardous material and/or confined space situation.

MINIMUM QUALIFICATIONS:

Maintain a current Florida E.M.T. certification and B.L.S./C.P.R. certification. Certification of completion of a Florida approved E.V.O.C. defensive driving course. Must be approved by the E.M.S. Medical director to practice as an Emergency Medical Technician.

Must hold a current valid Florida Commercial Driver's License, Class D, Emergency Endorsement. Must have acceptable personal/professional driving history verifiable through State Drivers License Office.

No comparable amount of training or experience may be substituted for the minimum qualifications.

SUCCESS FACTORS:

The individual filling this position would be emotionally stable and capable of staying objective on highly stressful, unnatural circumstances. This person should also be capable of dispassionately viewing severe accident scenes as well as severely damaged body parts. Must not be claustrophobic.

I read understand this position description.