



Emergency Medical Technician (2103)

FLSA Status: Non-Exempt (Hourly)

Pay Grade: 12

Safety-Sensitive: Yes

Purpose

The purpose of this classification is to provide medical care to patients and transport them to medical facilities in both emergency and non-emergency situations. Other duties include community education at local schools and businesses and providing medical coverage at community events.

Primary Responsibility

Provides excellent service, pursues continuous improvement and exceeds expectations.

Typical Duties

Responds to medical calls: provides first aid, artificial respiration, or basic life support treatment to patients, as well as transportation to appropriate medical facilities; assesses the physical condition of patients and assists in making decisions regarding proper courses of action; determines nature and extent of illness/injury; performs CPR, basic airway management, wound treatment, control of bleeding, monitoring and relaying of vital signs, oxygen administration, or other medical emergencies; performs extrication of victims from wreckage, as necessary; communicates with medical personnel at emergency treatment facility to obtain instructions regarding further treatment and to arrange for reception of victims at treatment facility; and performs physical lifting techniques associated with moving patients between incident site, stretcher or ambulance.

Maintains a state of readiness/preparation for emergency response: checks/maintains stock of equipment and supplies on emergency vehicles; re-loads equipment and apparatus following response to emergency calls; and assists in preparing apparatus for subsequent emergencies and in testing equipment.

Performs general maintenance tasks necessary to keep vehicles, equipment and tools in operable condition: inspects and tests equipment; replaces fluids; greases equipment; replaces parts; washes and cleans equipment; monitors equipment operations to maintain efficiency and safety; and reports faulty equipment for necessary maintenance work.

Assists with providing the public with information regarding fire safety issues; participates in fire prevention, pre-fire planning and other fire education activities for other government agencies and the public; schedules and conducts fire safety programs; conducts tours of fire station and fire trucks.

Prepares and/or receives various records, reports, information and documentation, such as incident reports, patient care reports, equipment and vehicle maintenance forms, medical records, insurance forms, patient refusal forms, supply lists, invoices, etc.

Assists with providing the public with information regarding safety and emergency medical issues: makes presentations to schools and civic organizations.

Maintains a comprehensive, current knowledge and awareness of applicable laws, regulations, policies and procedures; maintains an awareness of new equipment, procedures, trends and advances in the profession; participates in physical fitness training and emergency drills; attends regular continuing education classes to remain knowledgeable and develop skills in emergency medical treatment.

Operates, drives, utilizes and/or maintains various medical equipment and tools, such as an ambulance, special protective clothing, medical diagnostic equipment, life support equipment, medical instruments and supplies, etc.

Performs other related duties as required.

Minimum Qualifications

High school diploma or GED required, with vocational or technical training in emergency medical services; supplemented by one year; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Specific License or Certification Required: Must possess and maintain a valid Georgia driver's license. Must possess and maintain Emergency Medical Technician Certification.

Performance Aptitudes

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the ability to provide paraprofessional counseling or medical treatment to others.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference and descriptive data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division. May include counting, recording of counts, and basic measuring.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA Compliance

In compliance with the Americans with Disabilities Act (ADA), the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Physical Ability: Tasks require the ability to exert very heavy physical effort in very heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and the lifting, carrying, pushing, and/or pulling of heavy objects and materials (up to 100 pounds) and occasionally heavier items (100 pounds or over).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as odors, wetness, humidity, rain, fumes, smoke, temperature and noise extremes, hazardous materials, fire, vibrations, electric currents, traffic hazards, bright/dim lights, toxic agents, animal/wildlife attacks, animal/human bites, disease, pathogenic substances, or rude/irate customers.

DISCLAIMER: This job description is not an employment agreement or contract. Management has the exclusive right to make changes at any time without notice.

Created July 2019