Ada County Job Description

EMT Job Family

FLSA Status: Non-Exempt  
Class Code: 721, 723
EEO Category: C  
Pay Band: 050
Reports To: Supervisor

GENERAL SUMMARY
Provides medical care including evaluation, treatment and stabilization to the ill and injured.

DISTINGUISHING FEATURES OF THE CLASS
An Emergency Medical Technician (EMT) has certification and licensure as an EMT and provides basic-level life support under the direction of a paramedic.

An Advanced EMT (AEMT) is distinguished in the amount of education/training received and the scope of support they can provide. An AEMT has certification and/or licensure as an Advanced EMT and provides intermediate-level life support under the direction of a paramedic.

ESSENTIAL FUNCTIONS

Emergency Medical Technician  
Class Code: 721  
Pay Band: 050  
Non-Exempt
• Provides efficient and effective medical care to the ill and injured;  
• Operates emergency vehicles and transports patients to appropriate medical facility;  
• Maintains communication with necessary parties including dispatch, hospital, police and fire personnel;  
• Maintains Patient Care Reports, files and forms;  
• Maintains records of vehicles, supplies, training and daily work;  
• Cleans and maintains equipment, vehicles and living quarters.

Advanced Emergency Medical Technician  
Class Code: 723  
Pay Band: 050  
Non-Exempt
• Performs essential functions of an EMT;  
• Performs advanced techniques and procedures within the scope of practice.

ADDITIONAL FUNCTIONS
• Assists with technical rescues;  
• Performs other related functions as assigned.

JOB REQUIREMENTS
• Must possess and maintain appropriate State Licensure as an EMT or AEMT;  
• Must possess and maintain Basic Life Support (BLS) and Cardio Pulmonary Resuscitation (CPR) certification;  
• Must possess and maintain a valid driver’s license;  
• Knowledge of the street systems, addresses and physical layout of Ada County;  
• Knowledge of rescue and emergency medical equipment;  
• Ability to perform technical medical skills with a high degree of accuracy;  
• Ability to understand and effectively deal with emotional and medical needs of patients;  
• Ability to maintain a professional and objective approach to the care of ill or injured persons;  
• Ability to learn new concepts in rescue techniques, medical skills and in pre-hospital care;
• Ability to perform basic maintenance of rescue and medical equipment;
• Ability to understand and follow verbal and written instructions and orders;
• Ability to maintain a professional attitude when representing the Department;
• Ability to establish and maintain effective working relationships;
• Ability to safely drive and operate emergency vehicles;
• Ability to work twelve (12) hour shifts;
• Regular and punctual attendance is required to ensure timely and quality emergency response services.

OTHER REQUIREMENTS
• This position has been designated safety sensitive and therefore the incumbent is subject to random drug testing;
• The incumbent will be issued and must wear Department uniforms while on duty and be responsible for the maintenance and cleaning of both dress and safety uniforms, as well as all issued equipment;
• Required to carry a Department issued pager order to receive immediate notification of a disaster or multiple casualty incidents.

WORK ENVIRONMENT AND PHYSICAL DEMANDS
• The incumbent is required to operate emergency medical vehicles, move medical equipment and extract injured persons from a wide variety of situations involving vehicular, industrial and residential accidents, injuries or illness;
• At times the work requires movement over various types of terrain (hilly, steep, rocky, rough, and/or wet/slippery surfaces);
• The incumbent at all times must be able to carry or help carry someone from the site of the illness or injury to the mode of transportation (vehicle/helicopter) and attend to the patient while in transport;
• Must be able to lift, carry, push, and/or pull up to 125 pounds (250 pounds with assistance);
• The incumbent must see, hear and communicate with the patient in order to perform a physical assessment;
• Work is typically performed in 24-hour shifts or combination of 12 and 24 hour shifts for a total of 48 hours per week.

DISCLAIMER:
To perform this job successfully, an individual must be able to perform the essential functions satisfactorily with or without reasonable accommodation. The above statements are intended to describe the general nature and level of work being assigned to this job. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of individuals in the job. This job description is not an employment agreement and/or an expressed or implied employment contract. Management has the exclusive right to alter this job description at any time without notice.

Adopted: 10/13 C.Harris