

South Jordan City

Job Description

Title:	Paramedic PT	Effective Date:	8/16/18
Org:	100620	FLSA:	Non-Exempt
Pay Grade:	\$15.00/hour	Workers Comp:	Fire

This is an “at-will” position. The employee or the City may end the employment relationship at any time, with or without cause or explanation.

GENERAL PURPOSE

Under general supervision, the part-time paramedic responds to requests for ground ambulance service including emergency, non-emergency, and inter-facility transfers; performs duties related to providing basic and advanced emergency medical care including critical care interventions to the sick and injured; operates specialized medical equipment; drives, operates, and maintains City vehicles; maintains equipment and facilities; and participates in community education, community wellness, and training activities.

SUPERVISOR

Battalion Chief/Fire Captain

POSITION(S) SUPERVISED

None

ESSENTIAL JOB FUNCTIONS

Meet performance standards established with the employee’s supervisor.

Accomplish performance goals established with the employee’s manager.

Maintain a regular and dependable level of attendance as agreed upon with supervisor.

Respond to emergency and non-emergency calls for service and provide service.

Triage patients and determine appropriate medical care; administer basic and advanced life support including critical care interventions to the sick and injured in a pre-hospital setting, and in accordance with applicable federal, state and local laws, and City and department policies, regulations and guidelines.

Conduct daily inspections of condition and readiness of department apparatus and equipment; clean, wash and maintain apparatus and equipment; maintain the fire station and grounds; maintain inventory of equipment and supplies; and participate in periodic testing of apparatus and equipment.

Operate a variety of equipment, tools, devices and vehicles as required to perform assigned duties.

Inspect and perform flow tests of fire hydrants.

Provide community education and wellness services including immunizations, station tours, and emergency medical and disaster preparedness training.

Perform a variety of administrative duties including preparing emergency medical reports and other records and forms.

Participate in City and department training.

Health & Fitness: Must maintain the physical ability required to perform all essential job functions as listed herein.

Perform other duties as assigned.

MINIMUM QUALIFICATIONS

- 1. Education and Experience
 - a. Graduation from high school or GED
- 2. Special requirements
 - a. Valid Utah Class D driver’s license
 - b. Utah State Paramedic Certification
- 3. Knowledge, Skills and Abilities

Knowledge of basic and advanced life support techniques, procedures and practices; assessment and treatment techniques for critical care patients; ability to operate specialized equipment to deliver medications, oxygen, defibrillation or other medical treatments as necessary; principles and procedures of record keeping; safe driving principles; and pertinent federal, state and local codes, regulations and laws.

Ability to operate a personal computer, Microsoft products, and other department specific software including the EMS records management system.

Ability to operate a motor vehicle safely.

Ability to perform all tasks, duties and responsibilities associated with the certifications, licenses and essential job functions identified herein; respond quickly to changing situations; exercise good judgment, flexibility, creativity and sensitivity in response to changing situations and needs, communicate clearly and concisely both orally and in writing, work under extreme mental tension and pressure; work a variety of shifts for long hours; effectively deal with demanding and traumatic situations; work in all weather conditions; develop effective working relationships with supervisors, medical professionals, co-workers and the public.

- 4. Working Conditions

Response to emergency situations and participation in training activities involves considerable exposure to stressful situations; strenuous and moderately heavy physical activity; required to stand, walk, or sit in uncomfortable positions for extended periods of time; involves exposure to dangerous situations under disagreeable conditions such as cold, wet, excessive noise, communicable diseases, emergency driving; May be subjected to lifting or dragging items weighing up to 167 pounds. Unconventional working hours are required including nights, weekends, holidays and long shifts. Travel to different sites and stations may be required.

The above statements are intended to describe the general nature and level of work being performed by person(s) assigned to this job. They are not intended to and do not infer or create any employment, compensation, or contract rights to any person(s). This job description reflects management’s assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned. This job description supersedes all prior descriptions for the same position.

Human Resources Use Only

Job Class:	Fire Part Time	EEO-4 Class:	PS Worker
Location:	Fire	EEOP Class:	Prot Serv Sworn
Group/BU:	Fire Part Time	Tech-Net Match:	