

JOB OPENING ANNOUNCEMENT



Position Title: Emergency Medical Technician

Department: Emergency Medical Services

Position Summary:

This position meets all the requirements set forth by the Kansas Board of EMS for the position of EMT. The EMT is expected to meet the urgent health care needs of all patients regardless of age or co-morbidity, consistent with their defined scope of practice. The EMT is a unique healthcare professional in that they provide medical care and transportation in and out-of-hospital settings with medical oversight. Therefore the EMT must be able to exercise considerable judgment, problem-solving, and decision making skills. The EMT provides out-of-hospital medical care to those with urgent needs, and is a component of the overall healthcare system. Work is performed under general supervision of the EMS Chief, Assistant Chief, and/or Battalion Chief who reviews work methods and results through reports and inspections.

Franklin County participates in the Kansas Public Employees Retirement System (KPERs & KP&F).

How to Apply: Complete On-Line Application at www.HRePartners.com.

Base Salary: \$10.82 per hour depending on qualifications

Date Opened: Thursday, October 27, 2016

Date to Close: Open Until Filled

Hours: Rotating Shifts, evenings, weekends, holidays are required. Overtime may be required.

Questions regarding this job announcement shall be directed to the Human Resources Department at 785-229-3444 or via e-mail at humanresources@franklincoks.org.

Additional Information:

High School Diploma or GED required. Six to twelve months related experience or training required. Valid EMT certification issued by the Kansas Board of EMS required. Valid Driver's license required. CPR/BLS certification required.

Provide basic emergency medical care and transportation for critical and emergency patients that access the emergency medical system in a timely, professional and compassionate manner.

Conduct a timely and accurate patient assessment and implement the appropriate treatment and transport methodologies.

Employee is expected to have acquired the necessary skills and knowledge to perform at an acceptable level within six months of being awarded the position.

Franklin County conducts background checks and drug screening on all potential candidates.

Anyone with a disability who needs a reasonable accommodation related to a selection process is requested to contact the Human Resources Department at 785-229-3444 at least two days prior to the scheduled test or interview.

Duties listed on the job description are intended only as illustrations of the various types to work performed. Omission of specific statements of duties does not exclude them if the work is similar, related, or a logical assignment to the position. The attached job description does not constitute an employment agreement and is subject to change as the County's needs and requirements of the job change.

The State of Kansas and Franklin County are At-Will Employment jurisdictions. The County is an Equal Opportunity Employer. Applicants and/or employees with a disability as defined in the Americans with Disabilities Act may request accommodation to perform the position's functions. Requests should be directed to the Human Resources Director.

Franklin County is an Equal Employment Opportunity Employer.

Franklin County, Kansas Job Description

Title: EMT	Grade: EMS 10
Reports To: Battalion Chief	FLSA: Non-Exempt
Department: EMS	Modified Date: 07/01/13

JOB SUMMARY:

This position meets all the requirements set forth by the Kansas Board of EMS for the position of EMT. The EMT is expected to meet the urgent health care needs of all patients regardless of age or co-morbidity, consistent with their defined scope of practice. The EMT is a unique healthcare professional in that they provide medical care and transportation in and out-of-hospital settings with medical oversight. Therefore the EMT must be able to exercise considerable judgment, problem-solving, and decision making skills. The EMT provides out-of-hospital medical care to those with urgent needs, and is a component of the overall healthcare system. The EMT delivers care as part of a system intended to decrease the morbidity associated with sudden illness and injury. Work is performed under general supervision of the EMS Chief, Assistant Chief, and/or Battalion Chief who reviews work methods and results through reports and inspections.

ESSENTIAL FUNCTIONS:

- Provide basic emergency medical care and transportation for critical and emergency patients that access the emergency medical system in a timely, professional and compassionate manner;
- Conduct a timely and accurate patient assessment and implement the appropriate treatment and transport methodologies;
- Perform interventions with the basic equipment typically found on an ambulance;
- Provide accurate documentation of assessment and treatment interventions in the form of the patient care report;
- Function as part of a comprehensive EMS response, under medical oversight, and direct supervision of a Paramedic and or AEMT;
- Read maps, may drive ambulance to emergency site, use most expeditious route, and observe traffic ordinances and regulations;
- Maintain all emergency vehicles and equipment in a state of readiness at all times, insure the cleanliness and readiness of vehicles, equipment and facilities;
- Attend departmental training sessions;
- Maintain appropriate records and reports;
- Ensure professionalism as defined by S.O.P. 204;
- Clean the offices, classrooms, bathrooms, emergency vehicles and equipment, ambulance bays and storage areas as needed, utilizing proper decontaminating procedures as indicated;
- Provide mutual aid service to other county departments as well as other jurisdictions;
- Operate radio and other communication equipment;
- Perform minor repairs to departmental equipment;
- Perform general maintenance work in the upkeep of the facilities and equipment, clean and wash walls and floors, care for grounds around station, make minor repairs, wash, hang and dry clothing and items, test equipment;
- Operate office machines, such as photocopiers and scanners, facsimile machines, voice mail systems, and personal computers;

- Communicate with departments, public, and other individuals to answer questions, disseminate or explain information, and address questions;
- May be assigned special projects such as American Heart Association Training Center Coordinator; overseeing public relations; conducting and coordinating CPR training for department and/or community; preparing grant applications for special programs or special projects; testing of computer software applications; teaching community classes;
- Work to improve customer service;
- Work with other departments to ensure efficient and effective service delivery;
- Other duties as assigned;

SECONDARY FUNCTIONS:

- Performs other related duties as required.

SUPERVISORY FUNCTIONS:

- None.

MINIMUM QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

KNOWLEDGE:

- Knowledge of the geography of the city and the county;
- Knowledge of use and operation and use of emergency equipment.

SKILLS:

- Performs basic skills focused on the acute management and transportation of critical and emergent patients;
- Performs basic, non-invasive interventions to reduce the morbidity and mortality associated with acute out-of-hospital medical and traumatic emergencies;
- Skill in insertions airway adjuncts intended to go into the, nasopharynx, and Combitube;
- Skill in using positive pressure ventilation devices such as the BVM;
- Skill in using and applying devices such as PASG, HARE and/or SAGER traction splints.

ABILITY:

- Demonstrates the ability to use cardiac monitor in A.E.D. mode;
- Demonstrates the ability to make decisions in emergency situations;
- Demonstrates the ability to use good judgment and common sense;
- Maintains effective working relationships with co-workers, management, public officials, and the public;
- Ability to work evenings, weekends, holidays;
- Ability to meet physical demands worksheet requirements.

CERTIFICATIONS, LICENSES, REGISTRATIONS:

- Valid EMT certification issued by the Kansas Board of EMS;
- Current CPR/BLS provider certification;
- Must hold a valid class C operator license;
- ACLS;
- PALS.

REQUIRED EDUCATION/OR EXPERIENCE:

- High school diploma or G.E.D.;
- six months to twelve months related experience or training;
- or equivalent combination of education and experience.

PREFERRED EDUCATION/OR EXPERIENCE:

- Associate's degree or equivalent from two-year college or technical school;
- or one year to two years related experience and/or training;
- or equivalent combination of education and experience.

PHYSICAL CONDITIONS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms and talk or hear;
- The employee is frequently required to walk;
- The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, crawl or smell;
- The employee must occasionally lift and/or move up, push or pull up to 25 pounds; push or pull up to 50 pounds without assistance and up to 100 pounds or more with assistance;
- Specific vision abilities required by this job include close vision, distance vision, color vision and peripheral vision.

WORKING CONDITIONS:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job --

- The employee is occasionally exposed to moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals;
- The employee is occasionally exposed to outside weather conditions; risk of electrical shock and explosives;
- The noise level in the work environment is usually moderate, however, it can increase to loud and chaotic;
- The employee may be exposed to dangerous situations;
- The employee may be exposed to bodily fluids.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified in this position.