



SAN JUAN COUNTY JOB DESCRIPTION

Job Title: Advanced EMT or Paramedic	
Department: Emergency Services	
Effective Date: April 2015	Safety Sensitive
Revision Date: March 2024	FLSA Status: Non-Exempt

General Purpose:

San Juan County EMS Employees are considered full-time employees who work a rotating shift. Serves as driver, attendant or stand-by employee. Checks, cleans and maintains ambulance and equipment while on duty. Responds to emergency and non-emergency ambulance calls. Cares for, treats and transports the sick and injured. Any additional tasks given by the San Juan County EMS Director. Follow state and local protocol's.

Supervision Received:

Works under the general supervision of the County Emergency Medical Services Director.

Supervision Exercised: None

Essential Function:

- Serves as driver, attendant or stand-by employee.
- Checks, cleans and maintains ambulance and equipment while on duty.
- Responds to emergency and non-emergency ambulance calls.
- Cares for, treats and transports the sick and injured.
- Checks out, cleans equipment and completes other daily duties including, maintaining building and crew quarters and stocking and cleaning ambulances in accordance with a schedule and while on shift or when called into work.
- Participates in required training and assigned committee activities.
- Attends all mandatory meetings and in-services.
- Participates in company-sponsored community activities as directed.
- Carries all state and federal certificates and licenses while on-duty.
- Abides by all Company policies and procedures.
- Completes any and other duties as assigned.

- Assists EMS Director and Training officer as assigned.

LICENSES AND CERTIFICATIONS:

It is the responsibility of the employee to acquire and maintain the following licenses and certifications and to meet insurance requirements.

The following certifications are required before applying:

- Current Utah driver's license (No major Moving Violations in the past 3 years)
- High School Diploma or equivalent
- State of Utah Advanced EMT (AEMT) or Paramedic certification
- National Registry AEMT or Paramedic (preferred however not required)
- Cardiopulmonary Resuscitation Certification Health Care Provider (CPR) from the American Heart Association (AHA).

The following certifications must be obtained within 1 year of employment

- FEMA Incident Command System (ICS) 100 and 200
- FEMA National Incident Management System (NIMS) 700
- Advanced Cardiac Life Support (ACLS) Certification from the American Heart Association (AHA).
- One or the other: American Heart Association Pediatric Advanced Life Support (PALS) Certification or Pediatric Education Pre-hospital Professional (PEPP) Certification.
- American Heart Association (AHA) BLS CPR instructor certification
- Recommended: Utah Department of EMS Instructor certification.
- Recommended: International Trauma Life Support (ITLS) Certification or Pre-Hospital Trauma Life Support (PHTLS) Certification

Education and Experience:

High School Diploma or equivalent. Maintain State of Utah Advanced EMT (AEMT) or Paramedic. All certifications required (Health Care CPR) must be from the American Heart Association (AHA). It is recommended that applicants have ACLS, PEPP or PALS, ITLS or PHTLS, ICS 100,200 NIMS 700,800 or be able to obtain within 1 year of employment

Required Knowledge, Skills, and Abilities:

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- Knowledge and understanding of medical protocols involving the transport of patients to different facilities.
- Strong Advanced EMT skills.
- Ability to work with personnel of different agencies.
- Ability to respond at all-time/weather.
- Maintain accurate records.
- Ability to properly use radios.
- Ability to teach CPR, Basic and Advanced Classes.
- Other duties as assigned by the County Coordinator.

Abilities: To respond quickly, appropriately and effectively to crisis situations, function

independently, maintain confidential materials and information and work with individuals from various economic and social backgrounds.

Physical Demands

Must be able to work during emergencies situations, make decisions based on information available, work under stress, be able to lift fifty pounds, work in all types of weather and conditions. Must be able to work long hours, and travel long distances in the back of ambulances. Must maintain general good health.

Other:

It will be the responsibility of the responder to obtain replacement coverage for those times in which they will not be able to take calls and make this known in advance to county Emergency Services Director

San Juan County is an equal opportunity employer and encourages women, minorities and the disabled to apply.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the employee(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I _____ have reviewed the above
Job Description.

Date: _____