



## Baker County Board of Commissioners

### PARAMEDIC

#### **JOB OVERVIEW**

This is responsible technical work in rendering assistance to persons requiring emergency medical treatment and transport. The paramedic functions in accordance with established standing orders and protocols and within the rules established by the Dept. of Health. The employee is responsible to the paramedic-in-charge as the primary provider of emergency care. Considerable independent judgment is exercised in the handling of the sick and injured, particularly in emergent conditions.

#### **MINIMUM QUALIFICATIONS**

- Considerable knowledge of advanced life support practices and procedures and current certification in advanced cardiac life support.
- Shall maintain current Florida paramedic certification.
- Shall be certified as an Emergency Vehicle Operator and possess a valid Florida class D license.
- Have the ability to communicate with people calmly and efficiently, to carry out duties in a professional manner and work as a team member.
- Physical strength and agility sufficient to perform duties as required in job capacity. Paramedics must be able to work under extreme pressure and adverse conditions.
- Shall be free from any dependence to alcohol and/or controlled substances.
- Must meet the requirements of Chapter 64-J, F.A.C.

#### **CORE COMPETENCIES**

- **Customer Commitment** - Proactively seeks to understand the needs of our customers and provide the highest standards of service.
- **Dedication to Professionalism and Integrity** - Demonstrates and promotes fair, honest, professional and ethical behaviors that establishes trust throughout the organization and with the public we serve.
- **Organizational Excellence** - Takes ownership for excellence through one's personal effectiveness and dedication to the continuous improvement of our operations.
- **Success through Teamwork** - Collaborates and builds partnerships through trust and the open exchange of diverse ideas and perspectives to achieve organizational goals.

#### **JOB SPECIFIC COMPETENCIES**

- Ability to communicate with people calmly, effectively, ability to work as a team member and to carry out duties in a professional manner.
- Physical strength and agility sufficient to perform duties as required in job capacity.
- Must be able to work under extreme pressure and adverse conditions.
- Must be in excellent physical health with no medical disabilities that would impair duties as a Paramedic.
- Considerable kneeling, bending, and lifting and moving of heavy patients.
- Ability to extricate some patients in a hazardous environment.
- Ability to work with present considerable hazards, i.e., explosions, anoxic environments, violent patients and potential fire risks.
- Ability to work indoors and out, in all types of weather.
- Exposure to high levels of noise from sirens.

- May be exposed to communicable diseases as well as combative or mentally unstable patients.
- EMS 24 hours a day, working over 40 hours a week is common often with irregular working hours.
- Work is not only strenuous but can be stressful, sometimes involving life-or-death situations and suffering patients.

## **REPRESENTATIVE DUTIES**

Note: The following duties are illustrative and not exhaustive. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Depending on assigned area of responsibility, incumbents in the position may perform one or more of the activities described below.

- Responds to emergency and non-emergency calls to provide care to the sick and injured, and treat patients according to established procedures set forth in Chapter 10D-66, F.A.C.
- Insure that proper and accurate records are kept as required by established rules and procedures.
- Responsible for the stocking of supplies, inventory, and the cleaning and maintenance of all vehicles and equipment. Ensures all EMS vehicles are in a state of readiness at all times. Maintains documentation of the same.
- Responsible for maintain the station and surrounding grounds.
- Insures that all equipment is functioning properly and report and mechanical problems to immediate supervisor.
- Must be familiar with the operation of all communications equipment.
- Cooperate with other personnel assigned to the rescue unit.
- Must wear regulation uniform while on duty.
- Must be willing to further education in field of emergency medical services.
- Maintains personal knowledge and skills in order to deliver optimum patient care as a Paramedic role model for other emergency services personnel.
- Supervises the performance of EMT/Paramedic trainees and other observers in the ALS unit.
- Safely operates EMS vehicles.
- Stocks and maintains the ALS vehicles and its contents in a state of readiness at all times. Maintains the EMS Station and its content. Maintains documentation of the same.
- Works in hazardous environments to ensure safety and stabilization of the patient.
- Works with local Fire Departments and Law Enforcement Agencies as a team for a coordinated effort on the patient's behalf.
- Documents all patient care, assessments, BLS/ALS skills and all service reports in a timely fashion. Documentation shall be legible and accurate.
- Maintains crew vehicles, radios, equipment, supplies and quarters in a state of readiness twenty-four (24) hours a day, seven (7) days a week.
- When approved and requested, participating in the training and evaluation of student EMT's and Paramedics
- Shall be punctual and ready for their shift.
- Must act at all times in a professional manner and shall be able to handle conflict situations with good judgment.
- Must follow chain of command.
- Reports to the Fire EMS Chief

*This classification description is not intended to be, nor should it be construed as an all-inclusive list of the duties associated with a particular position. Management may require incumbents to perform job duties other than those contained in this document at any time.*