

LEAVENWORTH COUNTY JOB OPENING

VACANCY #20-8-1

{Please reference this number on the job application.}

POSITION: Paramedic- EMS Department, Leavenworth County, Kansas

SALARY: Level 9 \$16.18/hourly, Benefits eligible

Leavenworth County Employees Only: May apply at the Human Resources Department, 1st Floor Room 104, in the County Courthouse.

General Public: May apply at the Leavenworth Workforce Center, 515 Limit Street, Leavenworth, Kansas or EMAIL applications to hr@leavenworthcounty.gov or fax the application to (913) 684-1028. Application may be found on the Leavenworth County website at www.leavenworthcounty.gov under *Information>Employment Opportunities>Leavenworth County Application*.

THIS POSITION CLOSSES WHEN FILLED

LEAVENWORTH COUNTY JOB DESCRIPTION

TITLE: Paramedic - Kansas Certified

DEPARTMENT: EMS

PAY LEVEL: Level 9 Step 1KP&F eligible EXEMPT/NON-EXEMPT: N

LOCATION: Leavenworth County EMS

SUPERVISOR: EMS Shift Officer

SUPERVISES: N/A

PERCENTAGE OF TIME & ACCOUNTABILITIES

8%	Safety
28%	Response
23%	Patient
23%	Training / QA
8%	Station duties
10%	Special Assignments

SCOPE

Under the supervision of a shift officer, the Paramedic provides highly skilled, specialized emergency medical care to injured and sick patients including advanced life support. The employee in this position responds to ambulance calls, renders medical assistance and transports patients to the proper facility. Work follows prescribed policies and procedures and is supervised by an EMS officer.

KNOWLEDGE AND SKILLS: (*Required prior to employment)

1. Administer life support, first-aid treatments and other forms of prehospital emergency care to people who are injured or sick
2. Ability to operate equipment such as bag valve mask resuscitators, external defibrillators and electrocardiograms, automatic chest compression systems, and gurneys
3. Assess the patient's injury severity and type, and quickly begin appropriate medical procedures

4. Ability to analyze field scenes and determine appropriate actions
5. Ability to communicate effectively, orally and in writing, and prepare accurate reports
6. Negotiate rough terrain at emergency scenes and maintain balance when lifting
7. Ability to hear alarms when sleeping at night
8. Ability to operate an ambulance safely and in accordance with traffic laws and departmental policies and procedures;
9. Ability to talk and hear in person, by telephone, and two-way radio
10. Ability to see and read instructions and evaluate conditions at accident scene including injuries of patients
11. Ability to use sense of smell at accident scenes and sense of touch in assessing condition of patients
12. Ability to remain calm at accident scene
13. Knowledge of department policies and procedures
14. Knowledge of county personnel rules
15. Knowledge of form requirements, county policies and departmental policies
16. Knowledge of approved medical protocols

HUMAN RELATIONS

1. Knowledge of current HIPAA regulations
2. Ability to establish and maintain effective and positive relationships with county officials, administration, fellow employees, patients, family members, other public services, hospital staff, and the public.
3. Appears in court to provide testimony

ILLUSTRATIVE TASKS (This is not an inclusive list, other tasks/duties may be assigned.)

1. Responds to ambulance calls and assists in providing emergency medical treatment.
2. Performs CPR, dresses and manages wounds, splints fractures and administers oxygen.
3. Ability to make decisions determining the location and establishment of IVs, dosage of fluids and medications to administer to patients, interprets cardiac rhythms utilizing 12 and 15 Lead views, provides electrical therapy for cardiac arrhythmias
4. Transports patients to proper facility; assists shift officers in review of medical procedures and protocol; prepares reports on patient's condition.
5. Drives an ambulance
6. Rescues persons trapped by accident or fire situations
7. Responds to full variety of emergencies
8. Assists shift officers in long and short term plans regarding medical standards and services provided.
9. Maintains the stations and equipment; stocks the ambulances with supplies
10. Participates in training sessions and assist in training of new personnel
11. Assists with public education programs
12. Subject to call back on days off.

ENVIRONMENTAL DEMANDS

Work is performed in all levels of environment to include, at times, unstable work environments.

MINIMUM QUALIFICATIONS

Must have High School Diploma/GED, Associate's degree preferred and preferred one year experience. Possession and retention of a valid Kansas State driver's license. Certified as a Kansas Paramedic; Position requires attainment of County Medical Director sponsorship within 60 days of employment and

ability to continue to maintain this sponsorship during employment. NIMS Certification / ICS100 & 800; EVOC Certified.

ADA/PHYSICAL DEMANDS

Vision - Adequate vision to assess patients, scenes, use computer, filing, completion of reports, forms and correspondence.

Hearing - Ability to hear alarms when sleeping at night, adequately hear in person, by telephone, and two-way radio.

Speech - Must be able to speak and understand English language clearly to provide detailed information by in person, by telephone, and two-way radio.

Standing - Ability to stand for long periods of time while at scenes and in stations

Walking - Ability to negotiate rough terrain at emergency scenes

Sitting - Ability to sit for long periods of time while in a vehicle and in stations

Lifting/Carrying - minimum 100 pounds - lifting patients and equipment in multiple levels of terrain.

Pushing/Pulling -100 pounds - Ability to perform heavy physical work

Climbing/Balancing - Required when negotiating stairs, Ability to negotiate rough terrain at emergency scenes

Stooping/Kneeling - Required when retrieving or filing from lower drawers or when retrieving items, office supplies, etc. from the floor.

Reaching/Handling - Required on most tasks.

I have read the job description and understand the content.

Signature

Date

LEAVENWORTH COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER
