

Essential Job Functions:

1. Responds to emergency medical calls, administers pre-hospital emergency care and transports patients for further treatment. Communicates with hospital staff, administers treatment and medications as per Tri-County and Ionia County Protocols and works under the direction and authorization of Medical Control.
2. Drives and operates ambulances and other motor vehicles. Utilizes a full range of medical equipment
3. Maintains records of emergency responses, treatments, and completes necessary paperwork/computer input for hospital, billing and internal records.
4. Ensures that ambulances are ready to respond to emergencies. Inspects vehicles, radios, medical equipment on a daily basis. Makes minor adjustments/repairs if necessary. Maintains fluid level, lights, sirens, etc.
5. Performs general maintenance work in cleaning and upkeep of building and grounds. Cleans and disinfects equipment used during ambulance calls.
6. Attends and participates in drills and other department training functions. Participates in City Safety Program and follows City Safety Rules.
7. Performs the recording of water and electric meter readings and computes consumption.
8. Ensures that medical license is properly renewed at appropriate time. Attends continuing education classes, stays up-to-date with developments in the field of pre-hospital care.
9. Performs other duties as directed by management.

Required skills, abilities and minimum qualifications:

1. A current State of Michigan Department of Community Health Paramedic certification, current Advanced Cardiac Life Support (ACLS) certification, Pediatric Advanced Life Support (PALS), Basic Cardiac Life Support (BCLS\CPR Card) and current Tri-County Medical Control Authorization. An Associate's Degree is required. Must also possess current valid Michigan Drivers License without any restrictions. Satisfactory driving record is a must. Preferably, the candidate will have 2-3 years of full time employment in an ALS service.
2. Substantial knowledge of the principles, practices and techniques of emergency medical care.
3. Knowledge of the geography, streets and principal locations in the City and Ambulance Coverage Area.
4. Knowledge of traffic rules and regulation.
5. Skill in use of department vehicles
6. Ability to follow instructions and effectively function and evaluate patients in emergency situations.
7. Ability to work shifts of varied lengths and different times of the day, including weekends and holidays, as required.

Employee is frequently exposed to outside weather conditions and must be able to regularly lift more than 90 pounds.