



**JOB POSTING
AMBULANCE DEPARTMENT
FULL-TIME PARAMEDIC**

Posted 04/19/2021

The City of Portland Ambulance Department is accepting applications for a Full-Time Paramedic. Applications will be taken **until the position is filled**. Please submit your application to Ambulance Director Zach Waltersdorf by one of the following means:

Mail: **Portland Ambulance**
773 E. Grand River Ave.
Portland, MI 48875

Or electronically at ambulancedirector@portland-michigan.org

This position works 24-hour shifts with a 3-week rotation. It is the Paramedic Pay Grade on the City of Portland Pay Table which offers a starting wage of \$44,500/yr.

Benefits package includes-

- MERS Hybrid Retirement Plan
- Medical Insurance, Blue Cross Blue Shield of Michigan HAS PPO Gold
- Dental Insurance, Delta Dental PPO
- Vision Insurance, Ameritas - VSP
- Health Reimbursement Account, BASIC
- Life Insurance and Long Term Disability Insurance Included
- Paid Holidays, Vacation, Sick and Personal Time
- Employee Assistance Program

Essential job requirements and duties are attached to this notice.

****In accordance with Federal Law and US Department of Agriculture Policy, the City of Portland is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability. The City of Portland is an Equal Opportunity Employer.****



Essential Job Functions:

- Responds to emergency calls. Administers pre-hospital emergency care, treatments and medications; transports patients for further treatment under the direction of Medical Control Authority and their protocols.
- Utilizes a full range of medical equipment
- Maintains records of emergency responses, treatments, and completes necessary paperwork/computer input for hospital, billing and internal records.
- Safely drives and operates ambulances and other motor vehicles.
- 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.
- Performs general maintenance work in cleaning and upkeep of building and grounds. Cleans and disinfects equipment used during ambulance calls.
- Attends and participates in drills and other department training functions. Participates in City Safety Program and follows City Safety Rules.
- Performs the recording of water and electric meter readings and computes consumption.
- 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.
- Performs other duties as directed by management.

Required skills, abilities and minimum qualifications:

- A current State of Michigan Paramedic License.
- Current certifications in Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), Prehospital Trauma Life Support (PHTLS), or obtain within 90 days of hire.
- Must possess or be able to obtain authorizations from participating Medical Control Authorities upon hire.
- Must possess a valid Michigan Driver's License without restrictions and a satisfactory driving record.
- Preferably, the candidate will have 2-3 years of full-time employment at a transporting Advanced Life Support (ALS) service.
- Substantial knowledge of the principles, practices and techniques of emergency medical care.
- Knowledge of traffic rules and regulation.
- Ability to safely operate department vehicles in a variety of conditions.
- Ability to follow instructions and effectively function and evaluate patients in emergency situations.
- Ability to work shifts of varied lengths and different times of the day, including weekends and holidays, as required.
- Employee must be able to regularly lift more than 90 pounds.