

Field Paramedic – City of Port Aransas, Texas

Job Title: Field Paramedic
Department: Emergency Medical Services
Reports To: EMS Director/Chief
FLSA Status: Non-exempt
Prepared By: Personnel Department
Salary/Grade: 18
Date: 08/27/2019
Approved By: David Parsons, City Manager
Approved Date:

Summary: Functions independently, once credentialed by the EMS Director/Chief, providing exceptional pre-hospital clinical medicine based on the Departments Protocols and Scope of Care. Must be able to utilize electronic communication including portable and mobile radios, electronic patient care records and have excellent written and verbal communication skills. Once cleared to independent duty, field paramedics are required to manage medical and trauma patients, direct co-workers, first responders and bystanders. Must be able to maintain and trouble shoot medical equipment as well as keep equipment and vehicle clean and response ready.

Essential Duties and Responsibilities include the following:

- Report for duty on time and when assigned.
- Maintain good physical condition and personal hygiene.
- Ability to assess emergency scenes.
- Lift 150 pounds with assistances.
- Operate EMS vehicles under normal and emergency conditions.
- Operate standard equipment; such as stretchers, cardiac monitors and standard diagnostic equipment.
- Assist in extrication of persons from vehicles, bend and lift and perform CPR for extended periods of time.
- Be able to stand for extended periods of time.
- Work regularly assigned shifts, overtime when required and attend all mandatory in-service training.
- Other duties may be assigned.

Supervisory Responsibilities: Directs department, while assuring that policies and applicable regulations are enforced. Addresses customer complaints and resolving difficult situations.

Competencies: To perform the job successfully, an individual should demonstrate the following competencies-

- *Problem Solving* – Ability to recognize, resolve, and repair abnormal operating conditions promptly. Ability to gather and analyze data.
- *Customer Service* - Manages difficult or emotional customer situations; Responds promptly to

customer needs; Solicits customer feedback to improve service; Responds to requests for service and assistance; Meets commitments.

- *Interpersonal Skills* – Maintains confidentiality; Focuses on solving conflict, not blaming; Listens to others without interrupting; Keeps emotions under control; Remains open to other ideals and tries new things.
- *Oral Communication* - Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; responds well to questions; Demonstrates group presentation skills; Participates in safety meetings.
- *Written Communication* – Presents numerical data effectively; Writes clearly and informatively; Able to read and interpret written information.
- *Teamwork* – Balances team and individual responsibilities; Contributes to building a positive team spirit; Supports everyone's efforts to succeed; Provides recognition for achievements.
- *Delegation* – Matches work assignments to the abilities of the person; Sets expectations and monitors activities.
- *Quality Management* - Looks for ways to improve and promote quality; Demonstrates accuracy and thoroughness.
- *Ethics* – Upholds department standards, setting proper example to subordinate employees with gratitude and respect.
- *Organizational Support*- Follows policies and procedures; Completes administrative tasks correctly and on-time; Indoctrinates work activities; Supports organization's goals and values.
- *Judgment*- Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision-making process; Makes timely decisions.
- *Planning and Organizing* – Multi Tasking; Prioritizes and plans work activities; Uses time efficiently; arranges safety training.
- *Professionalism* - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.
- *Adaptability* - Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.
- *Attendance/Punctuality* - Is consistently at work and on time; Ensures work responsibilities are covered when absent.

Environmental Factors:

- May work in inclement weather, including extreme heat and cold
- Be able to report for duty in dangerous and severe weather such as ice storms, wind storms and flooding events
- Be able to work with and under the direction of other agencies during regional emergency response incidents
- Evening and weekend and holiday hours as required

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience: Must possess thorough knowledge of current principles and practices of emergency care at the basic and advance levels. Must be able to provide emergency care at the Paramedic level under adverse conditions. Must be system credentialed (as required by the EMS Director/Chief) within 60 days of hire date. Preferred 1 year 911 experience.

Language Skills: Must demonstrate excellent verbal and written communication skills.

Mathematic & Science Skills: Ability to apply algebra, geometry, trigonometry, calculus, linear algebra, differential equations, and statistics. Understanding of physics, geology, and chemistry.

Reasoning Ability: Ability to apply common sense understanding. Ability to formulate process theories, ideas, and solve moderately complex written instructions. Carry out conditions with independent, dependent, and controlled variables.

Computer Skills: Must be proficient with computer key board for use of word processing.

Certificates, Licenses, Registrations: A valid Texas Driver License in good standing. Must be certified or licensed by the Texas Department of State Health Services as a Paramedic (must not have state sanctions or disciplinary restrictions).

Other Skills, Abilities, and Qualifications: Ability to attend continuous training in subjects relating to natural gas distribution to meet certification requirements imposed by regulatory agencies. Ability to be on emergency stand-by, 7 days a week with or without reasonable accommodations. This position is contingent on a negative result pre-employment drug screening and the ability to be enrolled into the Gas Department random drug/alcohol program.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand, walk, use hands to finger, handle, or feel, reach with hands and arms, stoop, kneel, crouch, or crawl, talk or hear, and taste or smell. The employee is occasionally required to sit and climb or balance. The employee will commonly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

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Employee: _____

Date: _____