



EFFINGHAM COUNTY BOARD OF COMMISSIONERS  
Job Announcement

Post Date: **JULY 6, 2017**

Posting ID: **2017-0011**

Close Date: **AUGUST 31, 2017**

**PARAMEDIC / EMT-1**  
Part Time  
**Paramedic \$16.47 EMT-1 \$14.22**

**ESSENTIAL JOB FUNCTIONS: PARAMEDIC**

*The purpose of this classification is to perform difficult protective service work providing emergency medical care and response to hazardous materials incidents. (see attached Job Description)*

**QUALIFICATIONS:**

*Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**EDUCATION/TRAINING: High school diploma or GED; supplemented by college level course work or vocational training in emergency medical services.**

**EXPERIENCE: Three (3) years previous experience and/or training that includes EMT and Paramedic work; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.**

**LICENSE OR CERTIFICATE: Must possess and maintain a valid Georgia driver's license. Must possess and maintain a valid certification as a Paramedic and certification in ACLS and CPR.**

**ESSENTIAL JOB FUNCTIONS: EMT-1**

*The purpose of this classification is to perform difficult protective service work providing emergency medical care, including pre-hospital care to the ill and injured. (see attached Job Description)*

**QUALIFICATIONS:**

*Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**EDUCATION/TRAINING: High school diploma or GED; supplemented by college level course work or vocational training in emergency medical services.**

**EXPERIENCE: One (1) year previous experience and/or training that includes emergency medical services; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.**

**LICENSE OR CERTIFICATE: Must possess and maintain a valid Georgia driver's license. Must possess and maintain a valid certification as an Emergency Medical Technician and certification in CPR.**

Applications will be accepted until August 31, 2017. All resumes **must** be submitted with a completed County Application. Effingham County is an Equal Opportunity Employer and does not discriminate because of political affiliation, race, color, national origin, sex, age, religious creed or physical disability. Pre-employment requirements are background checks on criminal history, driver's license history and drug screen. Resumes must be accompanied by a County Application. Applications can be obtained at:

Human Resources Office  
601 North Laurel Street  
Springfield, Georgia 31329  
[www.effinghamcounty.org/Jobs.aspx](http://www.effinghamcounty.org/Jobs.aspx)

## EFFINGHAM COUNTY, GEORGIA CLASSIFICATION SPECIFICATION

**CLASSIFICATION TITLE:                      EMERGENCY MEDICAL TECHNICIAN - I**

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### **PURPOSE OF CLASSIFICATION**

The purpose of this classification is to perform difficult protective service work providing emergency medical care, including pre-hospital care to the ill and injured.

### **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

Responds to calls to provide emergency medical assistance to provide basic life support emergency medical care; operates or rides on ambulances in response to emergency calls and in the transport of patients to or from a medical facility; performs primary and secondary patient assessments; determines blood pressures, pulses, respiratory rates, capillary refill, and other vital signs; determines patients' medical history, complaints, and symptoms; establishes and maintains open airways; ventilates non-breathing persons; administers cardio-pulmonary resuscitation to victims of cardiac arrest; operates a semi-automatic defibrillator and initiates delivery of shocks when prompted in accordance with local protocols; operates life support equipment.

Responds to non-emergency calls, such as requests to transport patients from hospitals to their homes or from local medical facility to a specialized medical center.

Inspects and tests ambulances and their emergency equipment; maintains proper inventory of equipment and supplies for County EMS units; cleans and sanitizes equipment; ensures that equipment is in proper and good working order; makes routine adjustments and minor repairs/maintenance.

Completes and maintains accurate records, forms, and reports for various administrative, operational, and training activities; prepares and/or types memorandums and general correspondence, forms, reports, and purchase orders; maintains files on personnel, equipment, and operations.

Communicates with hospitals concerning care; turns patients care over to the hospital emergency room.

Receives various forms, reports, correspondence, manuals, reference materials, or other documentation; reviews, completes, processes, forwards or retains as appropriate.

Communicates with supervisor, employees, other departments, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

## **ADDITIONAL FUNCTIONS**

Provides assistance to other employees or departments as needed.

Performs other related duties as required.

## **MINIMUM QUALIFICATIONS**

High school diploma or GED; supplemented by college level course work or vocational training in emergency medical services; supplemented by one (1) year previous experience and/or training that includes emergency medical services; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Georgia driver's license. Must possess and maintain a valid certification as a Emergency Medical Technician and certification in CPR.

## **PERFORMANCE APTITUDES**

**Data Utilization:** Requires the ability to calculate and/or tabulate data. Includes performing subsequent actions in relation to these computational operations.

**Human Interaction:** Requires the ability to apply principles of persuasion and/or influence.

**Equipment, Machinery, Tools, and Materials Utilization:** Requires the ability to operate and control the actions of equipment, machinery, tools and/or materials requiring complex and rapid adjustments.

**Verbal Aptitude:** Requires the ability to utilize a wide variety of reference and descriptive data and information.

**Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication, and division; the ability to calculate decimals and percentages; the ability to utilize principles of fractions; and the ability to interpret graphs.

**Functional Reasoning:** Requires the ability to carry out instructions furnished in written, oral, or diagrammatic form. Involves semi-routine standardized work with some latitude for independent judgment concerning choices of action.

**Situational Reasoning:** Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

## **ADA COMPLIANCE**

**Physical Ability:** Tasks involve the ability to exert heavy physical effort in heavy work, with greater emphasis on climbing and balancing, but typically also involving some combination of stooping, kneeling, crouching, and crawling, and the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds); may occasionally involve heavier objects and materials (100 pounds or over).

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, taste, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, toxic agents, violence, disease, or pathogenic substances.

Effingham County, Georgia, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

## EFFINGHAM COUNTY, GEORGIA CLASSIFICATION SPECIFICATION

**CLASSIFICATION TITLE:                      PARAMEDIC**

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### **PURPOSE OF CLASSIFICATION**

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### **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

Responds to calls to provide emergency medical assistance to provide basic life support emergency medical care; operates or rides on ambulances in response to emergency calls and in the transport of patients to or from a medical facility; performs primary and secondary patient assessments; determines blood pressures, pulses, respiratory rates, capillary refill, and other vital signs; determines patients' medical history, complaints, and symptoms; establishes and maintains open airways; ventilates non-breathing persons; administers cardio-pulmonary resuscitation to victims of cardiac arrest; operates a semi-automatic defibrillator and initiates delivery of shocks when prompted in accordance with local protocols; operates life support equipment.

Provides advanced life support care to critical ambulance patients in accordance with regional and local medical protocols and/or on-line medical control; intubates patients requiring advanced airway management using endotracheal tube and/or esophageal obturator airway; starts intravenous lines and intravenous fluid therapy; administers drugs necessary for the treatment of acute medical conditions pursuant to physician orders; performs other advanced life support procedures upon approval and direction of medical director and/or hospital-based physician/medical control physician.

Responds to incidents involving hazardous materials; initiates requests for appropriate assistance; may provide emergency decontamination and/or treatment to contaminated victims.

Responds to non-emergency calls, such as requests to transport patients from hospitals to their homes or from local medical facility to a specialized medical center.

Inspects and tests ambulances and their emergency equipment; maintains proper inventory of equipment and supplies for County EMS units; cleans and sanitizes equipment; ensures that equipment is in proper and good working order; makes routine adjustments and minor repairs/maintenance.

Completes and maintains accurate records, forms, and reports for various administrative, operational, and training activities; prepares and/or types memorandums and general correspondence, forms, reports, and purchase orders; maintains files on personnel, equipment, and operations.

Receives various forms, reports, correspondence, manuals, reference materials, or other documentation; reviews, completes, processes, forwards or retains as appropriate.

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