

WILLIAMSBURG COUNTY, SOUTH CAROLINA CLASSIFICATION SPECIFICATION

CLASSIFICATION TITLE: PARAMEDIC

PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform technical work responding to emergency calls and performing basic to advanced emergency rescue and paramedic care. Enforces and ensures compliance with safety regulations. Reports to the Director, EMS.

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 and participates in emergency calls; assesses situation for safety and emergency status; determines patients health status; administers appropriate treatment which may include intravenous fluids or medications, intubations, interpreting EKG readings, testing glucose levels, splinting, implementing spinal control with the goal of stabilizing the patient for transport; provides information to medical facility prior to arrival with patient; receives and executes physicians orders.

Performs post-run tasks; prepares patient care reports for each patient; calls patient reports to hospital; prepares billing form for each patient.

Performs tasks in compliance with established rules, regulations, policies and procedures, and local, State and Federal regulations; monitors and ensures proper dispatching and radio procedures are performed; restocks ambulance supplies; completes forms; cleans ambulance.

Participates in training, development and certification activities, EMS training classes, exercises and drills; reviews and maintains knowledge of streets and traffic laws.

Inspects equipment, property and vehicles to ensure proper working order; ensures the proper maintenance of assigned equipment and vehicles; maintains vehicle and equipment repair and maintenance records as assigned.

Attends required State and regional meetings, conferences, training courses and seminars to maintain knowledgeable of industry trends and technology.

Operates a personal computer, phone system, fax machine, copier and other equipment as necessary to complete essential functions; utilizes emergency response and ambulance equipment in performing essential emergency response tasks which may include laryngoscope, stethoscope, cardiac monitor, splints, shears, blood pressure cuff, pulse oximeter, glucometer, and related medical supplies and equipment.

ADDITIONAL FUNCTIONS

Performs other related duties as required.

MINIMUM QUALIFICATIONS

High school diploma or GED with vocational or technical school training as a paramedic and one to two years of experience in emergency response, paramedics, and related skills; 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 driver's license as well as an EMT-Paramedic license and certification in Advanced Cardiac Life Support, Basic Life Support, and other certifications as required.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory 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 apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

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 require the regular and sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that generally involves lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

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

Environmental Factors: Performance of essential daily administrative tasks are regularly performed without exposure to adverse environmental conditions. Performance of essential emergency response functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, smoke, temperature and noise extremes, hazardous materials, fire, unsafe structures, heights, confined spaces, machinery, vibrations, electric currents, traffic hazards, bright/dim lights, toxic agents, animal/wildlife attacks, animal/human bites, explosives, firearms, water hazards, violence, disease, pathogenic substances, or rude/irate customers.

Williamsburg County, South Carolina, 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.