

THE COUNTY OF NORTHAMPTON  
POSITION DESCRIPTION

TITLE: EMS PROVIDER  
Basic ~ Enhanced ~ Intermediate ~ Paramedic

**GENERAL DESCRIPTION**

The essential function of the position within the organization is to provide emergency medical services to the public. The position is responsible for answering emergency medical calls, driving an ambulance, providing medical attention to sick and injured person, assisting with extrication of accident victims from vehicles, transporting patients to the hospital, completing paperwork, and maintaining the station, supplies and equipment. The position works under general supervision according to set procedures.

**PRIMARY DUTIES:** *This list represents the essential tasks performed by the position. Employees may be assigned additional duties by management as required.*

Answers and responds to emergency medical calls, and provides basic and advanced medical care, based on their level of certification and established medical protocols, to sick and injured persons.

Drives an emergency vehicle in a safe and prudent manner at all times.

Maintains the station, equipment and supplies.

Completes required paperwork, including documentation of all medical procedures and services provided.

Participates in continuing education/training.

**DATA RESPONSIBILITY:** *Data refers to information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization and mental creation. Data are intangible and include numbers, works, symbols, ideas, concepts and oral verbalizations.*

Collects, classifies and formats data or information.

Compiles, examines or evaluates data or information and possibly recommends action based on results.

**PEOPLE RESPONSIBILITY:** *People refer to individuals who have contact with or are influenced by the position.*

Provides assistance to people to achieve task completion; may instruct or assign duties to coworkers.

**INVOLVEMENT WITH THINGS:** *Things refers to inanimate objects such as substances, materials, machines, tools, equipment, work aids, or products. A thing is tangible and has shape, form and other physical characteristics.*

Handles machines, tools, equipment, or work aids involving moderate latitude for judgment regarding attainment of standard or in selecting appropriate items, such as operating an ambulance and medical equipment.

**ASSETS RESPONSIBILITY:** *Assets responsibility refers to the responsibility for achieving economies or preventing loss within the organization.*

Requires responsibility and opportunity for achieving moderate economies and/or preventing moderate losses through the management or handling of supplies of high value.

**MATHEMATICAL REQUIREMENTS:** *Mathematics deals with quantities, magnitudes and forms, and their relationships and attributes by the use of numbers and symbols.*

Uses addition, subtraction, multiplication and division; may compute ratios, rates and percents.

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**COMMUNICATION REQUIREMENTS:** *Communications involves the ability to read, write and speak.*

Reads technical instructions, charts and/or procedures manuals; composes routine reports and completes job forms; speaks compound sentences using standard grammar.

**COMPLEXITY OF WORK:** *Complexity of work addresses the analysis, initiative, ingenuity, creativity, and concentration required by the position and the presence of any unusual pressures.*

Performs skilled work involving rules/systems with almost constant problem solving; requires normal attention with short periods of concentration for accurate results and occasional exposure to unusual pressure.

**IMPACT OF DECISIONS:** *Impact of decisions refers to consequences such as damage to property, loss of data or property, exposure of the organization to legal liability, or injury or death to individuals.*

Makes decisions with very serious impact – affects entire organization and the general public; probability of loss of life and/or damage is very likely.

**EDUCATION AND EXPERIENCE REQUIREMENTS**

**EDUCATION REQUIREMENTS:** *Education requirements refer to job specific training and education required for entry into the position.*

Requires high school diploma or GED, and one year of college or vocational school education in emergency medical services.

**LICENSES, CERTIFICATIONS, AND REGISTRATIONS REQUIRED:** *Licenses, certifications and registrations refer to professional, state or federal licenses, certifications, or registrations required to enter the position.*

Requires current/valid:

- Virginia Driver's License
- Virginia Emergency Medical Technician – Basic
- Emergency Vehicle Operator's Course Certification
- Cardio-Pulmonary Resuscitation – Health Care Provider Certification
- Hazardous Materials Awareness

**EXPERIENCE REQUIREMENTS:** *Experience refers to the amount of work experience required for entry into the position; resulting in reasonable expectation the person can perform the tasks required by the position.*

Requires one year of related experience.

**AMERICANS WITH DISABILITIES REQUIREMENTS**

**PHYSICAL DEMANDS:** *Physical demands refer to the requirements for physical exertion and coordination of limb and body movement.*

Requires very heavy work involving exerting over 100 pounds of force on a regular basis (e.g. carrying patients and medical equipment and loading and unloading patients to and from an ambulance) and exceptional dexterity and skill in operating machinery, tools, or office equipment.

**SAFETY OF OTHERS:** *Safety of others refers to the responsibility for other people's safety, either inherent in the job or to assure the safety of the general public.*

Requires considerable responsibility for the safety and health of others and/or continuous enforcement of the laws and standards of public health and safety.

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**UNAVOIDABLE HAZARDS:** *Unavoidable hazards refer to unusual conditions in the work environment that may cause illness or injury.*

The position is exposed to extreme heat/cold, wet or humid conditions, bright/dim lights, dust or pollen, fumes or noxious odors, moving mechanical parts, electrical shocks, heights, violence, disease/pathogens, traffic, toxic or caustic chemicals and animals/wildlife.

**SENSORY (ADA) REQUIREMENTS:** *Sensory requirements refer to hearing, sight, touch, taste, and smell necessary to perform the tasks required by the position efficiently.*

The position requires normal visual acuity and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

**AMERICANS WITH DISABILITIES ACT COMPLIANCE**

The County of Northampton is an Equal Opportunity Employer, ADA requires the County to provide adequate accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.