



## Superstition Fire & Medical District

### Job Description

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<b>Job Title:</b> Paramedic	<b>Division:</b> Emergency Services
<b>Salary Range:</b> [31] \$45,010.13 - \$60,317.88	<b>FLSA Class:</b> Non-Exempt
<b>Hourly Range:</b> \$13.48 - \$18.06	

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#### **Position Summary:**

Working within the Emergency Services Division, the Paramedic responds to emergency requests, provides emergency medical care, provides advanced life support (ALS) as needed, and transports sick or injured persons to the appropriate medical facility in accordance with all applicable laws, regulations, and Superstition Fire & Medical Districts (SFMD) policies and procedures.

#### **Essential Functions:**

A Paramedic must possess the knowledge and skills necessary to perform the duties of the position and apply them in a dignified and compassionate manner, including but not limited to:

- Supporting the mission, vision, and values of the SFMD;
- Responding to emergency calls calmly, efficiently and promptly in accordance with SFMD's policies;
- Meeting and exceeding CON response time guidelines;
- Administering basic and advanced life support to patients at the scene, enroute to the hospital and in a pre-hospital setting in accordance with federal, state, and local laws, regulations and standards;
- Provide medical care and treatment to patients in emergent settings which includes; administering IV's, airway management, drug administration, and cardiac care as defined by state and local regulatory agencies;
- Comply with all protocols for treatment and transportation of the sick and injured as defined by SFMD, local, and state protocols;
- Communicating with professional medical personnel and treatment facilities to obtain instructions regarding further treatment and/ or to arrange reception of patients to the appropriate center;

- Completing patient care forms, insurance forms, evaluation forms, and all other forms in a competent and timely fashion. Turns in appropriate documents prior to leaving duty;
- Monitoring and responding on communication equipment to maintain contact with the dispatcher and other emergency personnel;
- Be flexible as emergency services operate on a 24-hour clock; the Paramedic's assigned work shift schedule may vary (full-time and part-time) and the Paramedic should be available to serve as a driver, attendant or stand-by employee and to respond immediately for a call during the assigned work period, and the start and shift times may vary due to the nature of the business;
- Assure that all certifications, licenses and registrations are up-to-date; and are on file with the EMS Division;
- Adheres to all SFMD policies and procedures;
- Maintain a safe and healthy workplace in accordance with all appropriate OSHA standards, company policies and local standard operating procedures;
- Maintain a clean and professional appearance. Conduct yourself in a helpful, dignified, responsive, and professional manner at all times when dealing with patients, co-workers, supervisors and/or the public;
- Perform other duties as assigned including those specific to the local operation (some operations require shift-work and overtime). Regular attendance consistent with scheduled hours.

### **Minimum Required Qualifications:**

- Current Driver's License in good standing
- At least 18 years of age at date of hire
- Two (2) years of experience in the field of emergency medical services (EMS)
- Must have a minimum of either a high school diploma or GED as evidence of completion of a high school education.
- Current Arizona Department of Health Services (AzDHS) EMT Certification
- Current Cardiopulmonary Resuscitation Certification (CPR) from the American Heart Association (AHA)
- Current Pediatric Advanced Life Support (PALS) or equivalent advanced pediatric life support provider certification
- Current Advanced Cardiac Life Support (ACLS)

It is the responsibility of the employee to maintain the following licenses and certifications and to meet insurance requirements. The SFMD provides regular continued education (CE) opportunities in order to maintain certifications.

## **Full-Time and Part-Time Shift Requirements:**

### *Full Time-*

The SFMD Full Time Paramedic works a 48/96 shift schedule. The normal work week will average approximately fifty six (56) hours consisting of a combination two (2) consecutive twenty four (24) hour shifts on duty and four (4) consecutive twenty four (24) hour shifts off duty. Shift assignments are made on the basis of adequate staffing to fill required positions within the organization. It may be necessary to adjust employee's schedules on a temporary or permanent basis to deliver services.

### *Part Time-*

The SFMD Part Time Paramedic is required to work a minimum of (2) 12 hour shifts per month, while adhering to a maximum of 36 hours per pay period (every 2 weeks). SFMD Part Time paramedic's are provided an incentive for working recognized holidays.

## **Work Environment / Physical Demands:**

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

- Regularly works in outside weather and is regularly exposed to wet or dry conditions, extreme cold and extreme heat;
- Physical demands including: Walking, twisting, stooping, standing, squatting, pushing, pulling, lifting, dragging, and carrying up to 150 lbs.;
- Works near moving mechanical parts and is occasionally exposed to fumes or airborne particles (potential exposure to communicable diseases, blood-borne and airborne pathogens), toxic or caustic chemicals, risk of electrical shock, risk of radiation, and vibration;
- Exposure to loud noise at times;
- Working in high stress situations;
- Possible involvement in potentially dangerous situations (i.e. violent patients, etc.);
- May work irregular schedule/hours.

*The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the SFMD and employee and is subject to change by the SFMD as the needs and requirements of the job change.*

## **SFMD Benefit Package:**

The SFMD offers an excellent benefit package which includes:

- Paid vacation and illness leave
- Cafeteria Style Benefits Plan – An amount received per pay period to apply towards your benefits (this amount may fluctuate: current 2016/2017 amount is \$378/pay period)
- Tuition reimbursement – up to \$7,800 a year
- Education incentive for associate degree or higher - \$1,200 / year
- Retirement benefits through Arizona State Retirement System (ASRS)
- 457(B) Deferred Compensation Plan and Roth IRA
- Annual uniform allowance
- Use of SFMD fitness center
- Group insurance benefits available to choose from include:
  - Medical Insurance
  - Dental Insurance
  - Vision Insurance
  - Basic Life/AD&D Insurance – paid by District
  - Supplemental Life/AD&D Insurance
  - Long Term Disability
  - Supplemental Insurance