



# LAKELAND EMERGENCY SQUAD

*Serving* \_\_\_\_\_  
ANDOVER BORO  
ANDOVER TWP.  
BYRAM TWP.

## **Per-Diem Emergency Medical Technician Job Description**

### **Job Title**

Per-Diem Emergency Medical Technician

### **Position Summary**

The Per-Diem EMT position is an at-will, hourly position, with no guaranteed minimum hours per week. This position's primary responsibility is that of an EMT on the ambulance. In addition to covering ambulance duties, the Per-Diem EMT may have duties and chores around the stations, including but not limited to restocking of vehicles, checking equipment, washing and general cleaning around the stations, and other duties as assigned.

The Per Diem EMT is responsible for to the provision of pre-hospital patient care in accordance with NJAC 8:40 and NJAC 8:40A, and shall be responsible for the safe operation of all LES vehicles in accordance with the current New Jersey motor vehicle code.

The position requires thirty-six (36) hours of schedule availability per month.

### **Reports To**

Department Chief & Operational Officers

### **Qualifications**

- High school graduate or GED
- Must be at least eighteen (18) years of age
- Minimum of two years of experience as a certified EMT
- Must have previous experience with electronic patient care reporting systems (EMS Charts preferred)
- Must possess basic computer skills
- Must be able to multitask
- Must have a general knowledge of EMS vehicles and associated equipment

### **Licensure / Certification Requirements**

- Certification by the State of New Jersey (or NJ Office of EMS [NJOEMS]-approved equivalent) as an Emergency Medical Technician
- Valid motor vehicle operator's license that is not under suspension or revocation
- Cardiopulmonary Resuscitation certification by a NJOEMS-approved accrediting agency
- Current NIMS/ICS 100 and 200 (300 Preferred)
- Current NIMS IS-700 / 800
- Pre-Hospital Trauma Life Support (PHTLS) or International Trauma Life Support (ITLS) certification
- BLS Expanded Scope of Practice Courses Preferred (ASA, CPAP, Epinephrine, Naloxone, etc.)
- HAZMAT Awareness (Operations Level Preferred)

- Coaching the Emergency Vehicle Operator (CEVO)-Ambulance, Emergency Vehicle Operations Course (EVOC) or approved equivalent program
- Vehicle Rescue Awareness (Operations/Technician Levels Strongly Preferred)
- Pediatric Education for Prehospital Professionals (PEPP) or equivalent (Preferred)
- Minimum of Awareness Level training in: Confined Space, Collapse and Rope Rescue (All Preferred, Not Required)

### **Duties & Responsibilities**

- Reports to work on time and ready to respond to calls
- Checks ambulance or other vehicles and ensures readiness for emergency response
- Safely responds to emergency calls for assistance
- Ensures the safety of the scene prior to entering
- The EMT-B determines the nature and extent of illness or injury and establishes priority for required emergency care.
- The EMT-B renders appropriate emergency medical and/or trauma care.
- Proper patient packaging and transfer to ambulance
- Safely transports patient and crew to receiving facility
- Provides verbal report to receiving facility staff
- Records the assessment and delivery of emergency medical care for the patient which took place at the emergency scene and in transit utilizing written and/or electronic patient care report
- Collects medical insurance information from patient or receiving facility
- After each call cleans and restocks the ambulance or other vehicle
- Where applicable, safely operates necessary tools or equipment required for call
- Performs routine station maintenance according to schedule
- Maintains a daily log of all duties performs
- Acts in a professional manner and uses good judgment in carrying out all job responsibilities
- Follows proper chain of command for conflict resolution
- Any other duties as assigned by a supervisor/ line officer

### **Physical Requirements**

- Aptitudes required for work of this nature are good physical stamina, endurance, and body condition which would not be adversely affected by lifting, carrying, and balancing at times, patients in excess of 125 pounds (250, with assistance)
- Ability to work thirteen (13) hour continuous shifts or more where applicable
- Motor coordination over uneven terrain is necessary for the well-being of the patient, the EMT-B, and co-worker

### **Additional Requirements**

- Able to work weekdays and/or weekends from 05:00 – 18:00 hours on a flexible or scheduled basis
- Must be able to read, speak, and write English sufficiently to perform duties
- Maintain a thorough knowledge of medical and trauma assessments, as well as appropriate BLS treatment protocols
- Ability to work effectively with supervisors, co-workers, other emergency service personnel, and hospital staff
- Must have excellent verbal and written communication skills

### **Benefits**

- Holiday pay according to current policy
- Training opportunities where applicable
- Paid sick time accrual