



## County Administrator's Office

340 South Sixth Street, Wytheville VA 24382-2598

Telephone (276) 223-4500

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**Position:** Emergency Medical Technician

**Department:** Wythe County Emergency Services

**Reports To:** Wythe County Emergency Services Chain of Command

**Location:** Assigned by management, generally either Lead Mines or Rural Retreat stations, but subject to change depending on calls, events and anticipated call volume.

**FLSA Status:** Non-exempt

**Full-time/Part-time:** Full-time

**Seasonal:** No

**Posted Until:** Until Filled

### Summary

Provides timely, compassionate emergency medical care and response for patients experiencing a medical emergency and/or traumatic injury; ensures continuity of care at the scene and during transport to an appropriate medical facility or to a higher-trained EMS provider; operates and maintains agency apparatus and equipment with due regard, pursuant to the Code of Virginia and regulatory requirements; assists in the routine maintenance and inspection of agency apparatus, facilities, and equipment; functions as an efficient team member in delivering emergency medical care in often hazardous and/or stressful conditions; assists supervisory and billing staff in timely making reports, collecting data and submitting for billing; performs other duties as assigned by the supervisor.

### Work Schedule

- Rotating scheduled shifts

### Essential Functions

- Respond to emergency calls upon dispatch in a safe and expedient manner
- Provide emergency medical care following established patient care guidelines authorized by the operational medical director (OMD) within the scope of practice established by the Virginia Office of EMS
- Exercise due discretion, discernment and regard for personal and public safety in the delivery of emergency care
- Utilize medical equipment in the delivery of patient care
- Complete electronic patient care records and other documentation as required, pursuant to Virginia Office of EMS regulations
- Serve as a field preceptor or field training officer for new employees and/or students enrolled in initial certification programs (Captain and EMS Director approval required)

- Attend and participate in agency training and education activities to maintain mastery of skills and competence in the delivery of patient care
- Participate in EMS-related public health initiatives for schools, industries, community organizations and other entities as assigned
- Clearly and concisely utilize radio and digital communication platforms in daily operations with appropriate communication discipline
- Complete daily inspections of assigned equipment and apparatus at start of each shift
- Maintains required supply inventory on all licensed EMS vehicles and restocks supplies as needed throughout the shift
- Performs and assists in routine maintenance of buildings, equipment, and grounds
- Supports the strategic and tactical initiatives of the department to maximize delivery of quality patient care and ensure public safety
- Supports a positive workplace culture
- Collaborates with co-workers to innovate, proactively improve service delivery, and maximize accountability of time, resources and effort
- Support the recruitment and retention efforts of the department
- Must adhere to all Wythe County Emergency Services policies and procedures, which are subject to change as necessary

### **Knowledge, Skills, and Abilities**

- Extensive knowledge of emergency medical care and basic life support techniques and equipment
- Familiarity with the geographical layout of Wythe County and the towns of Wytheville and Rural Retreat
- Ability to read electronic maps, follow directions and respond to Dispatch directions
- Must be able to manage major emergency medical services incidents and make appropriate decisions regarding patient care.
- Must possess well-developed interpersonal skills with the ability to effectively communicate to other emergency personnel, patients, family members, and members of the general public.
- Must be able to provide guidance, assistance, and/or interpretation to others regarding the application of patient care guidelines, department policies, or established standards to specific situations.
- Requires heavy or very heavy physical effort, which may involve lifting, carrying, pushing and/or pulling of objects and materials of heavy to very heavy weight; ability to clearly and quickly utilize all senses necessary in the delivery of emergency patient care and response; standing, sitting, walking, running, physical exertion, exposure to hazards both expected and unknown

### **Education**

- High school graduate or equivalent required
- One year of public customer service
- State certification in animal control must earned after hire

- Continuing education and attend animal control in-services and trainings compliant with state code

### **Special Requirements and Job Development**

- Valid Virginia driver's license
- Virginia EMT certification
- ICS: 100, 200, 700, 800
- Virginia OEMS-approved EVOC certification
- AHA BLS for Healthcare Provider

#### **Preferred:**

- Hazmat Awareness
- Firefighter I
- National Registry EMT (or obtain within 1 year of hire)

### **Physical Requirements**

- Position requires significant physical exertion, with risks and hazards associated with disaster and emergency response.
- Ability to lift, carry and drag a variety of weights.
- Ability to see, hear, speak, taste, feel and touch to discern hazards, interpret symbols and instructions
- Communicate with the public and first responders.

*This job description is not intended to be all –inclusive. An employee will also perform other reasonably related job responsibilities as assigned by the supervisor or County Administrator. Wythe County Administration reserves the right to revise or change job duties as the need arises. The job description does not constitute a written or implied contract of employment.*

*As an Equal Opportunity Employer, we are dedicated to nondiscrimination in recruitment, selection, hiring, pay, promotion, retention or other personnel action affecting employees or candidates for employment. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex/sexual orientation/gender/identity, national origin, disability, marital status, age, political affiliation, or protected veteran status.*