

**Classification Title: Paramedic**

FLSA Status: Non-Exempt

**BRIEF DESCRIPTION:** Provides basic and advanced life support procedures relevant to pre-hospital emergency care. Transports patients to hospitals. Maintains equipment and vehicles and participates in public relations and education projects.

**ESSENTIAL FUNCTIONS:**

*This information is intended to be descriptive of the key responsibilities of the position. The following examples do not identify all duties performed by any single incumbent.*

S Sedentary	L Light	M Medium	H Heavy	V Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

#	Code	Essential Functions
1	M	On a daily basis, inventories all supplies and equipment, cleans and prepares vehicles and restocks supplies after each response to a scene.
2	V	Interviews and assesses patients for injury and illness. Lifts and carries equipment, stretchers and patients. Performs basic and advanced life support using standing order protocols. Communicates with hospital personnel as required. Documents all patient care.
3	L	Maintains the station by mopping, sweeping and vacuuming floors. Cleans and dusts surfaces and makes minor repairs to equipment.
4	L	Participates in educational activities and accident prevention activities. Presents safety and preventive care information to schools and community organizations.

**CLASSIFICATION REQUIREMENTS:**

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Education	Certification as a North Carolina Emergency Medical Technician – Paramedic or eligibility for such certification.
Experience	None.
Equivalent Education & Experience Accepted?	No
Certification and Other Requirements	A valid driver's license and a “safe” driving record required. Completion of the following certifications within first 12 months of employment: CPR, Basic Trauma Life Support, Pediatric Advanced Life Support and Advanced Cardiac Life Support.
Reading	Advanced

Math	Intermediate
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CLASSIFICATION REQUIREMENTS	
Writing	Intermediate
Managerial	Receives General Direction.
Budget Responsibility	Has no budget responsibility.
Supervisory / Organizational Control	Work requires the occasional direction of helpers, assistants, seasonal employees, interns, volunteers or temporary employees.
Interpersonal / Human Relations Skills	Work requires frequent and regular contact with others in a direct reporting relationship and may involve contact with others outside of the direct reporting relationship. The purpose of the contact is to address specific issues and/or general policies. Contact may involve support of controversial positions or the negotiation of sensitive issues.

**OVERALL PHYSICAL STRENGTH DEMANDS:**

Sedentary	Light	Medium	Heavy	Very Heavy	X
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.	

**MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:**

Emergency vehicles, transportable medical equipment, computers, printers and related software

PRIMARY WORK LOCATION	
Office Environment	Shop
Clinic	Vehicle
Recreation Centers/Neighborhood Centers	Warehouse
Outdoors (see 1 below)	X Other (see 2 below)

- (1) N/A
- (2) On-site in response to emergencies

**PROTECTIVE EQUIPMENT REQUIRED:**

Personal protective equipment: gowns and/or chemical suits, gloves (exam, safety, chemical), face shields/goggles, HEPA masks, full-face respirators, helmets, turnout gear, and composite toe boots