

INCENTIVE JOB DESCRIPTION 11/18

POSITION: EMT-BASIC
DEPARTMENT: FIRE DEPARTMENT
DIVISION: FIRE/AMBULANCE

JOB OVERVIEW

The EMT-B serves the community by responding to and dealing with emergency situations, natural and man made, that pose a threat to the lives of the citizens within the CFD response district and its mutual aid partners. The EMT-B is responsible for the protection of life and property through medical services, emergency scene support, public education and other like duties. The EMT-B will render emergency medical aid at the level of his/her training and certification in the state of New Mexico within the scope of policies and procedures of the City of Clovis Fire Department and those approved by Medical Direction.

INCENTIVE

New Mexico EMT-Basic licensure will result in a pay incentive of \$0.80 per hour added to base pay for shift personnel (56 hour) and \$1.12 per hour added to base pay for Administrative personnel (40 hour).

QUALIFICATIONS

At a minimum, New Mexico EMT-B certification is required to successfully fulfill the duties of a Clovis Fire Department Employee. If valid EMT-B certifications are not already possessed by an employee, at minimum, enrollment in an approved EMT-B class is necessary during the 1st year of employment. An EMT-B is required to attend regularly scheduled training in order to maintain the highest level of knowledge, skill, and ability necessary to function safely and effectively as an EMS provider in accordance with state law and CFD protocol and procedures.

DUTIES AND RESPONSIBILITIES

- Provide the leadership and supervisory skills necessary to evaluate, plan, direct, and coordinate patient care and treatment at the level certified.
- Communicate effectively both orally and in writing with the ability to understand and carry out verbal and written instructions.
- Deal with the public courteously and effectively.
- Maintain harmonious working relationships with coworkers.
- Ensure that all work is performed in a safe manner following all applicable safety guidelines.
- Work in real and potentially hazardous conditions to the extent of possible serious injury or loss of life.
- Recall facts and conditions observed while in extremely stressful situations.
- Maintain physical conditioning necessary to perform efficiently in emergency situations.
- Learn the geography of CFD response districts and able to navigate to emergency locations.
- Participate in training drills, attend school, and self study to obtain CEU's necessary for re-licensure prior to expiration of license.
- Perform necessary service, operate, and restock EMS equipment and apparatus.
- Accurately maintain necessary records and reports to accommodate the needs of the CFD.