



Quad Ambulance District

Chief Steven D. VanMeter

6930 Minerva Rd. SE
P.O. Box 33
Waynesburg, Ohio 44688

Email: quad@quadambulance.org
Phone: 330-866-9847
Fax: 330-866-2310

Job Description:

EMT – Basic, Advanced, or Paramedic

The following duties are not intended to serve as a comprehensive list of all duties performed. Shown are duties intended to provide a representative summary of the major duties and responsibilities. While all duties listed may not be required there may be additional duties and responsibilities that are required as determined by the Board of Directors.

Supervision Received:

- Reports directly to the Chief of Quad Ambulance District or designee through direct communications, policies, procedures, correspondence and any other available means of communication.

Supervision Exercised:

- In general does not exercise any supervision. However, during the activities of an emergency where an officer of Quad Ambulance District is not present, may be required to act as the lead provider depending on level of certification and years of experience as referenced in the Ohio Revised Code.

General Responsibilities:

- Works as part of a team. Demonstrates self-confidence, emotional stability, good judgment, tolerance for high stress, and a pleasant personality.
- Ability to perform in adverse social situations.
- Records event information, prepares documents, and completes various department forms, journals, and logs.
- Maintains accurate knowledge of district streets.
- Maintains contact with the district by personal cell phone and responds to requests for assistance when available.
- Insures operational readiness of all equipment.



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- Operate emergency vehicles while responding to emergency scenes and during transport of patients to the hospital.
- Participates in department training; attends department meetings as required.
- Performs various maintenance tasks on district vehicles and equipment.
- Presents a professional image to the public through dress, conduct, and attitude. Arrives for duty properly clothed and in good physical and mental condition.
- Maintains living, equipment, and maintenance areas in a clean and proper manner.

Emergency Medical Services Specific:

- Performs necessary basic and advanced life support, as indicated for each employees scope of practice, on sick, injured, or convalescent persons at the sites of emergencies or during transport to hospitals. Patient care may include, but is not limited to: hemorrhage control and treatment for shock, intravenous therapy, medication administration, electrocardiogram interpretation, manual external defibrillation or synchronized cardioversion, cardiopulmonary resuscitation, airway maintenance via endotracheal intubation or other airway adjuncts and procedures, fracture stabilization and pain control.
- Thorough knowledge of theoretical procedures and ability to integrate knowledge and performance into practical situations.
- Observes established medical protocols.
- Communicates with receiving hospitals via radio, cell phone, and direct contact.
- Attends appropriate continuing education to maintain level of certification.

Rescue/Auto Extrication Specific:

- Operates various extrication tools, including hand, hydraulic, electric, and air type tools as required.
- Uses industry standard techniques for the safe extrication of patients of vehicle and other types of accidents.
- Coordinates extrication with Rescue Team members and local fire departments.
- Assures all equipment is maintained as recommended by the appropriate manufacturer.
- Participates in auto-extrication with appropriate tools and procedures as required.



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Language and Reasoning Skills:

- Ability to read, write, and comprehend the English language.
- Read, write, and interpret documents such as safety rules, operating and maintenance manuals.
- Ability to write reports and correspondence.
- Ability to communicate clearly via radio, phone, or direct during stressful emergency situations.

General Knowledge, Skills, and Abilities:

- Knowledge of the principles and practices of rescue and emergency medical services.
- Knowledge of modern auto-extrication practices, methods, and equipment use.
- Knowledge of hazards associated with rescue and EMS response and the necessary precautions.
- Ability to prepare clear and concise reports.
- Ability to communicate effectively in writing.
- Ability to exercise sound judgment and react effectively in emergency situations.
- Ability to deal tactfully and firmly with the public, and to establish and maintain effective working relationships.
- Knowledge of computer applications and software.

Physical Requirements:

- Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, talking, hearing, and perform repetitive motions.
- Must be able to perform heavy work exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
- Must possess the visual acuity to analyze data, perform computer work, and extensive reading in addition to the ability to distinguish people and objects at emergency scenes.



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Technical Qualifications:

- High school diploma or GED equivalent
- State of Ohio EMT-Basic or EMT-Advanced or EMT-Paramedic Certification
- State of Ohio Driver's License
- American Heart Association Basic Life Support
- American Heart Association Advanced Cardiac Life Support (EMT-Paramedic Required)
- American Heart Association Pediatric Advanced Life Support (EMT-Paramedic Required)
- HAZMAT Operations Certification (Preferred)
- State of Ohio 36-Hour Volunteer Firefighter Certification (Preferred)
- State of Ohio Firefighter II Certification (Preferred)
- NIMS Certifications as appropriate