

**New Jersey Civil Service Commission
Job Specification**

EMERGENCY MEDICAL TECHNICIAN

DEFINITION:

Under direction, drives or rides an ambulance to a specific location to provide emergency medical treatment, provides treatment both at the scene and on the return trip to the hospital; does related duties.

NOTE: The definition and examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Answers all calls for emergency medical treatment.

Drives ambulance to required location, parks ambulance in a safe location, and creates a safe traffic environment by placement of road flares, removal of debris, and redirection of traffic.

Determines the nature and extent of injury and establishes priorities for emergency care.

Administers emergency care such as opening and maintaining an airway, giving positive pressure ventilation, and cardio-resuscitation.

Stops bleeding by bandaging or tourniquets, treats shock, immobilizes fractures, and provides initial care of poisoned and burn patients.

Searches for medical identification emblem as a clue for providing emergency care.

Extricates patients from entrapment.

Radios the dispatcher for additional help if needed

Prepares victims for transportation in an ambulance.

Cares for patient on return trip to hospital.

Reports to the dispatcher the nature and extent of injuries to ensure prompt medical care on arrival.

May request advice from hospital physician or emergency department.

May deliver newborn infants.

On arrival, transfers patient to stretcher, carries or wheels into hospital, and provides nurse or doctor evaluation of the patient's condition.

Prepares reports of trips made and enters information into a chronological log.

May also act as dispatcher determining priorities in calls for ambulance and dispatching the ambulance.

Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

REQUIREMENTS:

CERTIFICATION

Applicants are required to possess a current and valid Emergency Medical Technician (EMT) Certification issued by the New Jersey Department of Health.

NOTE: Applicants who possess the higher level certification as a Mobile Intensive Care Paramedic, or Mobile Intensive Care Registered Nurse Certification, issued by the New Jersey Department of Health, are considered to have met the above certification requirement.

LICENSE:

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

KNOWLEDGE AND ABILITIES:

Knowledge of principles of emergency medical and first aid treatment.

Knowledge of the techniques used to administer pulmonary and cardiac resuscitation.

Knowledge of the techniques used to administer oxygen.

Knowledge of appropriate emergency treatment depending on the patient's condition.

Ability to remain calm in an emergency situation.

Ability to establish rapport with the patient.

Ability to drive an ambulance with caution.

Ability to work harmoniously with others.

Ability to determine the nature and extent of injury and provide emergency medical treatment.

Ability to administer first aid, CPR and other emergency medical care.

Ability to prioritize emergency medical treatment needs.

Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform essential functions of the job with or without reasonable accommodation. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.