



495 Apex Valley Rd. / PO Box 638

Black Hawk, CO 80422

Phone: (303) 582-5499

Fax: (303) 582-3390

Full-Time Emergency Medical Technician (EMT)

Gilpin Ambulance Authority maintains job descriptions for each position in the department's organizational structure. Upon hiring or promotion, all employees will be provided with the description of the position into which they have entered. Job descriptions will contain, but will not be limited to:

- Position title
- Description of basic position functions and duties
- Reporting relationships and authorities
- Required qualifications, knowledge, skills, and physical and mental abilities

Job descriptions are not to be construed as a contract, except as required by law, and do not function as a limit to the duties which can be assigned to the employee.

All qualifications listed in the "Additional Qualifications" section must be obtained within one year of hiring or promotion unless otherwise indicated. Employees who fail to obtain all "Additional Qualifications" within the appropriate timeframe or fail to maintain those certifications throughout the duration of their employment with GAA will be subject to disciplinary action up to and including termination for failure to meet the requirements of their position.



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Full-Time Emergency Medical Technician (EMT)

Supervisor	Assigned Captain
Directs	N/A
FLSA Status	Non-Exempt
Pay Range	\$48,226.88 - \$65,561.60

Job Qualifications

- CDPHE EMT Certification
- Current Colorado Driver's License
- Must not appear on CMS exclusion list
- AHA BLS for Healthcare Providers Provider or Instructor Certification

Additional Qualifications

- Advanced Cardiac Life Support (ACLS) Certification preferred
- Emergency Pediatric Care (EPC) Certification preferred
- VFIS EVOC Certification
- FEMA NIMS ICS 100, 200, 700, and 800
- Completion of credentialing interview at close of probationary period

Essential Duties, Functions, and Responsibilities

(The duties listed are intended only as illustrations of the various types of work that may be performed and are in no way construed or perceived to be exhaustive. The employee may also be required to perform additional functions and duties as assigned.)

Under the direction of their assigned Captain, the employee in this classification is expected to provide high-quality prehospital medical services, including response, assessment, treatment of injuries and illnesses, and transportation as authorized by the adopted GAA Medical Protocols and Standard Operating Guidelines. The employee is expected to follow all policies as outlined in the GAA Employee Handbook and Standard Operating Guidelines. The employee will perform related duties as assigned by their assigned Captain or any on-duty supervisor. The employee will maintain all continuing education hours required to maintain the certifications outlined in the minimum qualifications for the position.

Required Knowledge, Skills, and Abilities

- Requires the ability to read, speak, perform basic mathematics, and operate and control the actions of equipment and machinery
- Requires the ability to use computer software for operational and clinical tasks
- Requires the ability to process information and complete tasks in a timely manner

Work Environment, Physical Demands

- **Physical Ability:** The tasks involved in this position require the ability to exert very heavy physical effort in very heavy work, typically involving some combination of walking, climbing, balancing, stooping, kneeling, crouching, crawling, and the lifting, carrying, pushing, and pulling of heavy objects and materials up to and sometimes above 100 lbs in weight.
- **Environmental Factors:** Performing the functions of this position may risk exposure to extreme heat, extreme cold, other extreme weather conditions, strong odors, smoke, strong and/or toxic chemicals, and dust or pollen.



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ADA Compliance Statement

The human-resources goal of GAA is to select and retain the best qualified applicant for each available job. An applicant's or employee's disability will not remove the application from consideration or current employee from his/her job if the applicant or employee is able to perform the essential functions of the job with or without reasonable accommodation unless such accommodation will result in undue hardship for GAA or pose a safety risk to the applicant, employee, or others. GAA complies with the American with Disabilities Act. If you require special accommodation in order to apply for this position, please contact Human Resources.



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Job Description Acknowledgement

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Cody Carroll
Chief

Chief Signature

Date of Issue

Employee Acknowledgment

I have read this job description (or had it read to me) and fully understand all my job duties and responsibilities. I am willing and able to perform the duties and responsibilities as outlined, with or without reasonable accommodation. I understand that my job duties and responsibilities may change on a temporary or regular basis according to the needs of my location or department, and if so I will be required to perform such additional duties and responsibilities. If I have questions about job duties not specified on this description that I am asked to perform, I should discuss them with my immediate Supervisor or the Chief.

Employee Signature

Print Name

Date