

**Owen County Fiscal Court**  
100 North Thomas Street  
Owenton, Kentucky 40359

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**Casey Ellis**  
County Judge/Executive

**Magistrates**  
Todd Spurgeon, District 1  
Stuart Bowling, District 2  
Teresa Davis, District 3  
Travis Fitzgerald, District 4

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**Position: Emergency Medical Technician-Paramedic**

Department: Emergency Medical Services

Division: Community Programs

Job Code: EMS-003

Class Code: 29-041

Pay Code: Non-Exempt

**Position Status: Full-Time Employee (FTE)**

CERS Classification: Non-Hazardous

Compensation Rate Per Hour: Min. \$12.00 – Mid. \$16.00 – Max. \$20.00

Estimated Yearly Salary: Min. \$39,936 – Mid. \$53,248 –Max. \$66,500

**Job Summary**

Under the Emergency Medical Services (EMS) Shift Supervisor within the Department of Emergency Medical Services, the Emergency Medical Technician-Paramedic (EMT-P or Paramedic) will perform duties associated with providing rescue services and emergency medical care to the sick and injured in accordance with all applicable local, state and federal laws, regulations and policies.

**Essential Duties** (All the duties listed, nor do the listed examples include all the duties that may be performed in positions allocated to this class.)

- Conforms to EMT position description and requirements.
- Serves as a Paramedic responding and delivering advanced and basic life support care as required, and responds to multiple alarms, other major incidents, including those requiring a medical evacuation helicopter to be on alert status, to supervise emergency medical activities.
- May respond independently to emergency requests delivering required level of care prior to transport unit arrival in accordance with all local, state and federal regulations and Owen County EMS off-line and on-line protocol standards.
- Adhere to the applicable provisions of the department rules and regulations, the departments operational policies, personnel policy manual, Owen County Administrative Code, Kentucky Revised Statutes, and any other procedures, rules, regulations, and policies set forth by appropriate authorities.

## **Delegation Responsibility**

- Manage EMS patient care field operations activities as necessary.
- Provide real time communications with appropriate personnel to ensure a team approach is promoted and maintained.
- Delegate tasks and assignments to support personnel (EMT, First Responders, etc.) during operational care delivery services.

## **Relationships**

The Paramedic performs duties within the Division of Community Programs, Department of EMS under the direct supervision of the EMS Shift Supervisor.

## **Qualifications**

### *Education and/or Experience*

- Must be a graduate of an accredited high school or equivalent
- Associate or Bachelor Degree in Emergency Medical Care or related field preferred
- Working knowledge of county government operations is preferred
- Working knowledge of EMS operations preferred

### *Language Skills*

- Ability to read, analyze, and interpret policies, procedures, equipment manuals, safety documents, and governmental regulations
- Ability to handle sensitive issues
- Possess strong oral, written and listening communication skills
- Ability to prepare and maintain various written reports

### *Mathematical Skills*

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals
- Ability to convert from metric to standard and vis versa units of measurement

### *Reasoning Ability*

- Define problems, collect data, establish facts, and draw valid conclusions
- Interpret a variety of technical and instructional information
- Make decisions which serve the County's best interest and follow the missions and objectives of the department

### *Certificates, Licenses, Registrations*

- Current Commonwealth of Kentucky driver's license
- Current Paramedic Kentucky or National Registry Certification
- Current supporting and required certification to maintain Paramedic certification per state and federal regulations.

### *Other Knowledge and/or Skills*

- Exercise mature judgment, courtesy and tact in dealing with the public, elected officials, and government employees on the telephone or in person
- Ability to operate vehicles used in the performance of job duties
- Ability to establish and maintain effective relationships with other employees and the general public
- Ability to perform aspects of the job in a professional manner adhering to strict medical compliance and privacy policies
- Commitment to serve the county's best interests
- Must have personal integrity and remain free of felony convictions
- Must maintain confidentiality

### **Medical Control Sponsorship**

Shall obtain and maintain certification level medical control sponsorship from Owen County EMS designated medical control physician.

### **Physical Demands**

Work regularly requires speaking or hearing, frequently requires standing, sitting, using hands to finger, handle or feel, lifting independently in excess of 125 pounds (or combined weight of 250 pounds) and repetitive motions and occasionally requires walking, climbing or balancing, stooping, kneeling, crouching or crawling, pushing or pulling and lifting and occasionally requires tasting or smelling and repetitive motions; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities.

### **Work Environment**

The work environment characteristics described represent those encountered while performing the essential job functions. Work involves at certain times being in dangerous situations, all weather conditions and various economic or social environments. Work frequently requires exposure to outdoor weather conditions and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment and occasionally requires exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to extreme cold (non-weather), exposure to extreme heat (non-weather), exposure to the risk of electrical shock, working with explosives, exposure to vibration and wearing a powered air- purifying

personal respirator in place of SCBA; work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).

**Comments**

- Must be 21 years or older to operate county vehicle
- Must be a citizen of the United States
- No Felony convictions
- Submit to Criminal Background and Drug Test

Date Approved: June 14, 2016



Casey Ellis  
Owen County Judge/Executive

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