

## **South Branch Emergency Services, Inc.**



### **Full-Time EMT / Rescue Engineer Job Description**



#### **JOB TITLE**

Full-Time Emergency Medical Technician (EMT) / Rescue Engineer

#### **POSITION SUMMARY**

The Full-Time EMT / Rescue Engineer position is an at-will, hourly position, with 36 guaranteed minimum hours per week. This position's primary responsibility is that of an on-the-ambulance EMT, with a secondary responsibility of Engineer for the SBES Rescue Company. In addition to these responsibilities, the Full-Time EMT / Rescue Engineer may have duties and chores including but not limited to restocking of ambulances, washing and general cleaning duties of the Station assigned, and other duties as assigned by the Deputy Chief or Deputy Chief of EMS.

As part of EMT duties, the Full-Time EMT is responsible for the provision of pre-hospital patient care in accordance with NJAC 8:40 and NJAC 8:40A, and shall be responsible for the safe operation of all SBES and/or contracted vehicles in accordance with current New Jersey motor vehicle code. Position requires thirty-six (36) hours of schedule availability per week.

#### **REPORTS TO**

Deputy Chief (Rescue Engineer Duties)  
Deputy Chief of EMS (Full-Time EMT Duties)

#### **QUALIFICATIONS**

- High school graduate or GED
- Must be at least twenty-one (21) years of age
- Minimum of two years experience as a certified EMT working in a 9-1-1 system
- Must have previous experience with electronic patient care reporting systems, particularly EMS Charts
- Must possess basic computer skills
- Must be able to multitask
- Must have a general knowledge of EMS vehicles and associated equipment
- Must have a general knowledge of basic mechanical skills for large diesel vehicles, diesel and gasoline powered general use vehicles, outboard engines, and small gasoline engines.

#### **LICENSURE/CERTIFICATION:**

- Certification by the State of New Jersey (or NJ Office of EMS [NJOEMS]-approved equivalent) as an Emergency Medical Technician
- Valid motor vehicle operator's license that is not under suspension or revocation, with a boaters endorsement (endorsement within 6 months if not already obtained)

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- Cardiopulmonary Resuscitation certification by a NJOEMS-approved accrediting agency
- Current NIMS/ICS 100 and 200
- Current NIMS IS-700 and I-800
- Pre-Hospital Trauma Life Support (PHTLS) or International Trauma Life Support (ITLS) certification
- Pediatric Education for Prehospital Professionals (PEPP) or equivalent
- HAZ-MAT Awareness and Operations
- Documented completion of Coaching the Emergency Vehicle Operator (CEVO) - Ambulance, Emergency Vehicle Operations Course (EVOC) or approved equivalent.
- Awareness Level training in: Vehicle, Confined Space, Collapse, Trench, Rope, Water, and Ice Rescue
- Operations Level training in: Vehicle and Rope Rescue (Required), Collapse, Trench, Confined Space, Water, and Ice Rescue (Preferred)
- NJ Certified Firefighter 1 (Preferred)

#### **DUTIES AND RESPONSIBILITIES – FULL-TIME EMT:**

- Reports to work on time and ready to respond to calls
- Checks ambulance and ensures readiness for emergency response
- Safely responds to emergency calls for assistance
- Ensures the safety of the scene prior to entering
- The EMT determines the nature and extent of illness or injury and establishes priority for required emergency care. The EMT renders appropriate emergency medical and/or trauma care
- Proper patient packaging and transfer to ambulance
- Safely transports patient and crew to receiving facility
- Provides verbal report to receiving facility staff
- Records the assessment and emergency medical care of the patient at the emergency scene and in transit utilizing written and/or electronic patient care report
- Collects medical insurance information from patient or receiving facility
- After each call cleans and restocks the ambulance
- Performs routine station maintenance according to schedule
- Maintains a daily log of all duties performs
- Acts in a professional manner and uses good judgment in carrying out all job responsibilities
- Follows proper chain of command for conflict resolution
- Any other duties as assigned by a supervisor/ line officer

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### **DUTIES AND RESPONSIBILITIES – RESCUE ENGINEER:**

- **Vehicle and Equipment Operation**
  - Become an approved operator for all rescue apparatus within 6 months of employment by training with the Deputy Chief or designee.
  - Become familiarized with SBES Technical Rescue and Water Rescue equipment, understanding operation, care, and maintenance of all equipment within 3 months of employment
- **Apparatus Maintenance**
  - Work with Rescue Officers and Rescue Engineers to prepare, maintain, and restock Heavy Rescue 365 (HR365), Rescue 365 (R-365), Special Services 365 (SS365) Water Rescue 365 WR365), and Water Rescue 365-2 (WR365-2) as well as Marine Units 1, 2, and 3, and other apparatus as assigned, are always response ready for any incident. This will include:
    - Fluid and Operational checks of the apparatus, meeting the standards set forth by NFPA for Apparatus
    - Inventory Checks to ensure all equipment is accounted for and in appropriate working condition.
    - Ensuring the apparatus are washed and dried, and equipment cleaned and lubricated (if applicable) under normal circumstances. Apparatus will also at least be rinsed and equipment cleaned and dried following incidents in adverse weather conditions, or where the vehicle and/or incident is in a hazardous area
    - Keeping Marine 2 and 3 air pontoons inflated to appropriate levels, keeping special attention in the winter when the colder temperatures are more prominent in pressure loss.
    - Notifying the Rescue Officers upon finding, and if possible, mitigating, a problem or fault with the apparatus
    - Scheduling the apparatus for service as necessary with the appropriate vendor, pending approval from a Chief Officer.
    - Coordinate appropriate transition of equipment to R-365 prior to an extended service on HR365, with reverse procedure upon return of HR365.

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- **Equipment Maintenance**
  - Fluid and Operational checks of applicable equipment, meeting the standards set forth by NFPA for both Firematic and Technical Rescue Equipment
  - Notifying the Rescue Officers when equipment is missing or broken, as well as returning it to service following either in-house or 3rd party repair.
  - Scheduling out of service equipment for service should it need further repair from what has been done in-house, following approval from a Chief Officer
- **Reporting**
  - Engineers will be responsible for assisting with work details set forth by the Rescue Officers. These will include completing reports, either on Check4It or via Spreadsheet, for the following areas:
    - HR365, R-365, SS-365, WR365, WR365-2 Marine 1, 2, and 3 Weekly Maintenance Checks
    - HR365, R-365, SS-365, WR365, and WR365-2 Monthly Inventory Checks
    - NFPA Specific Checks as required (ex. SCBA Weekly & Monthly Checks)
  - Any and all questions, concerns, or reporting must be brought to the attention of the Deputy Chief, or designee, for proper vetting.

### **PHYSICAL REQUIREMENTS:**

- Aptitudes required for work of this nature are good physical stamina, endurance, and body condition which would not be adversely affected by lifting, carrying, and balancing at times, patients in excess of 125 pounds (250, with assistance), as well as rescue equipment weighing in excess of 100 pounds (200 with assistance).
- Ability to work twelve (12) hour continuous shifts
- Motor coordination is necessary for the well-being of the patient, the EMT, and co-worker over uneven terrain

### **ADDITIONAL REQUIREMENTS:**

- Able to work weekdays from 0600 –1800 hours on a scheduled basis
- Must be able to read, speak, and write English sufficiently to perform duties
- Thorough knowledge of medical and trauma assessments, as well as appropriate BLS treatment protocols
- Ability to work effectively with supervisors, co-workers, other emergency service personnel, and hospital staff
- Must have excellent verbal and written communication skills

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### **BENEFITS**

- Holiday pay as per SBES policy
- Paid Time Off as per SBES policy
- Training opportunities as per SBES policy
- Health Benefits as per SBES policy
- Tuition Reimbursement as per SBES policy
- Uniforms supplied as per SBES policy