

**Town of Provincetown  
Office of the Town Manager  
260 Commercial Street  
Provincetown, MA 02657**

**JOB POSTING**

**EMT - PARAMEDIC**

**POSTING DATE:** 8/22/2023

**POSITION:** Paramedic for the Town of Provincetown

Employment application and job description are available online at Employment Opportunities | Town of Provincetown, MA - Official Website ([provincetown-ma.gov](http://provincetown-ma.gov))

All interested parties should apply in writing to Human Resources, Town of Provincetown, 260 Commercial Street, Provincetown, MA 02657

**HOURS:** Entry position is currently 42 hours per week (on average). The shift schedule will consist of 24hrs on, 24hrs off, 24hrs on, followed by 5 days off.

**WAGES.** Starting \$82,500. ***Salary is determined by relevant qualifications and credentials.***

**RESPONSIBILITIES:** Responsibilities include but are not limited to: Response to Fire / EMS incidents, motor.

vehicle accidents, response, care, and transport of the sick and injured at required EMS incidents, and response to hazardous materials incidents.

**QUALIFICATIONS:** The minimum qualifications include high school diploma or equivalent, valid

Massachusetts driver's license, certification as a National Registry and/or Massachusetts Paramedic. Previous firefighting experience preferred but not required. Potential candidates will be subject to an interview, extensive background check including driving record, CORI check, medical physical, and a Physical Ability Test. Selected candidates will be required to maintain paramedic certification for the duration of employment.

**POSTING CLOSING:** Position will remain until filled.

***The Town of Provincetown provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, ancestry, disability status, genetics, pregnancy, or pregnancy-related conditions, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal and state laws. Applicants with disabilities needing reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact John***

## TOWN OF PROVINCETOWN

### PARAMEDIC

**GENERAL STATEMENT OF RESPONSIBILITIES:** Provides direct services, individually and as a member of a team in response to fire, EMS, rescue, hazmat and other incidents. Additionally, a Paramedic will respond to medical emergencies and provide prehospital Advanced Life Support care to victims of injury or illness. A Paramedic is ordinarily the highest medical authority at an emergency medical scene and as such, makes medical decisions based on standing orders, protocols, and orders from medical control. Performs responsible protective service work providing EMS and Rescue services.

**SUPERVISION RECEIVED:** Works under the general supervision of the Incident Commander, Shift Commander, or Senior member.

#### ESSENTIAL FUNCTIONS

*The essential functions or responsibilities listed below are intended only as illustrations of the various types.*

*of work that may be performed. The omission of specific statements of duties does not exclude them from the position.*

- Perform all the job performance requirements as defined by the Rules and Regulations / Policy and Procedures of the Provincetown Fire Department.
- Perform all the job performance requirements in NFPA 1072 for Hazmat Awareness Level
- As assigned, drive and operate Rescue, and EMS apparatus.
- Receive and respond alarms.
- Perform public education as assigned.
- Perform basic and advanced life support on sick and/or injured persons at the site of an emergency or enroute to a hospital or other medical facility. Patient care according to the most current Massachusetts Emergency Medical Services Statewide Treatment Protocols, to include but not limited to: bleeding control, basic and advanced airway maintenance and control, chest decompressions, treatment for shock, application and delivery of defibrillation or external pacing, CPR, spinal and fracture stabilization, intravenous therapy, and medication administration
- Communicates clearly relevant patient information to other medical personnel enroute to and upon arrival at appropriate medical facility.
- Perform medical documentation and reporting accurately and completely.

Understand HIPPA laws and regulations as it pertains to the patient's privacy.

- Perform maintenance on apparatus, equipment, and department facilities.

- Maintain supplies and equipment inventories as needed.
- Clean and sanitize equipment as needed.

Ability to complete appropriate reports. • Perform other duties as assigned

### **KNOWLEDGE, SKILLS & ABILITIES:**

- Thorough knowledge of rules and regulations governing the operation of the Provincetown Fire Department.
- Thorough knowledge of State Department of Public Health, Office of Emergency Medical Services treatment protocols.
- Mechanical aptitude.
- Agility and strength to do prolonged and arduous work under adverse conditions.
- Ability to react quickly, remain calm and exercise good judgement while under duress and strain.
- Knowledge as to the operation of all ambulance and rescue equipment.

### **QUALIFICATIONS:**

- High school diploma or equivalent
- Maintain valid motor vehicle driver's license
- Obtain and maintain valid Massachusetts EMT-Paramedic certification
- Maintain valid ACLS card
- Maintain valid CPR card
- Maintain Medical Director authorization to practice as an EMT-Paramedic

### **PHYSICAL REQUIREMENTS**

The Paramedics position involves physically risky functions under emergency conditions.

Functions may include emergency rescue and lifesaving. Performance of work also involves standing and walking for long periods of time. Physical agility is required to access all areas at the scene of the incident. Emergencies may require pushing, climbing, stooping, kneeling, crawling, and reaching with hands and arms. EMT's may be required to lift/carry equipment of persons weighing more than 125 pounds. Wearing of protective clothing during emergency or training activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke.

## **WORK ENVIRONMENT**

Work requires a high degree of individual tolerance to combinations of extremely unpleasant elements or constant conflicting urgent time and attention demands of the utmost priority. The nature of the physical environment may be such that the employee's personal well-being and/or safety may be compromised.

This position is a non-exempt position as regarding federal and state minimum wage and overtime requirements and, therefore, is eligible to be paid at the rate of time and one half (i.e., one and one-half times) the regular rate of pay for all hours worked beyond forty hours in a workweek.