THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DPS04714082** DATE POSTED: 07/14/17
POSITION NO: 947863 CLOSING DATE: 07/27/17
POSITION TITLE: EMT BASIC
DEPARTMENT NAME / WORKSITE: DPS / Emergency Medical Services /Crownpoint, NM
WORK DAYS: SUN - SAT REGULAR FULL TIME: ☑ GRADE/STEP: AB60A
WORK HOURS: VARIES PART TIME: ☐ NO. OF HRS./WK.: $ 28,600.00 PER ANNUM
SEASONAL: ☐ DURATION : $ 13.75 PER HOUR
TEMPORARY: ☐

DUTIES AND RESPONSIBILITIES:
Must be available for standby or callback 24 hours/7 days/week and work different shifts. Must be available to travel, accept and carry out assignments on a moments notice, on or off the Navajo Nation. Must perform those duties and responsibilities of the EMT Basic Classification as prescribed and in accordance to the principles and practices of Emergency Care while in the field. Must perform those duties and responsibilities as authorized in the EMT Basic procedures while in the Hospital or Clinic. Must assist (in or around) the Facility Emergency Room Department as needed or necessary in Emergency or Post Care procedures. Must perform routine ambulance maintenance procedures, make public awareness and education presentations and communicate effectively, orally and in written form. Must be able to make decisions, work independent, be diligent and resourceful.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)
Minimum Qualifications:

- A high school diploma or GED; and six (6) months experience at the EMT Intern level.

Special Requirements

- Possess a current EMT - Basic License; a valid state driver's license; a current Cardiopulmonary Resuscitation (CPR)Health Care Provider Certificate; andm ust pass a physical examination.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:
Incumbent must obtain a Navajo Nation Vehicle Operator's Permit within 90 days of date of hire; and obtain an EMT - Intermediate License within one (1) year of date of hire. Knowledge of the principles and practices of Emergency Medical Care; of Cardiopulmonary Resuscitation (CPR); of the maintenance and preparation of emergency care equipment and supplies; of medical terminology. Skilled in safely operating a motor vehicle in emergency situations; ability to maintain records and prepare reports; work a rotation schedule; lift heavy objects.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.