

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO:	<u>DPS04719987</u>	DATE POSTED:	<u>09/02/20</u>		
POSITION NO:	<u>946576</u>	CLOSING DATE:	<u>09/23/20</u>		
POSITION TITLE:	<u>Paramedic</u>				
DEPARTMENT NAME / WORKSITE:	<u>DPS/Emergency Medical Service/ Tohajiilee, NM</u>				
WORK DAYS:	<u>SUN-SAT</u>	REGULAR FULL TIME:	<input checked="" type="checkbox"/>	GRADE/STEP:	<u>BC63A</u>
WORK HOURS:	<u>VARIES</u>	PART TIME:	<input type="checkbox"/>	NO. OF HRS./WK.:	<u>\$ 38,958.40</u> PER ANNUM
SENSITIVE	<input checked="" type="checkbox"/>	SEASONAL:	<input type="checkbox"/>	DURATION :	<u>\$ 18.73</u> PER HOUR
NON-SENSITIVE	<input type="checkbox"/>	TEMPORARY:	<input type="checkbox"/>		

**DUTIES AND RESPONSIBILITIES:**

Responsible for providing comprehensive care to critically ill and/or injured patients of all ages in both pre-hospital and inter-facility hospital settings. Evaluates patients and provides patient care based on acuity of patient care needs. Maintains thorough knowledge of the ambulance, equipment, supplies, skills, and medications. Assists in providing preventive and/or routine maintenance to emergency vehicles to ensure proper functioning and safety. Must be available 24 hours/7 days/week and work rotating shifts, holidays and weekends, including call back or standby duty. Must be available to travel, accept and carryout assignments on a moments notice, on or off the Navajo Nation. Must perform duties and responsibilities of the Paramedic classification as prescribed and in accordance to specialized principles and techniques of paramedic practice, advanced emergency procedures and diagnostics. Must assist (in or around) the Facility Emergency Room Department as needed or necessary in Emergency or Post Care procedures. Must communicate effectively, orally and in written form. Must be able to make decisions, work independently, be diligent and resourceful. Performs a variety of outreach and educational activities in addition to pre-hospital related responsibilities. Attends department staff meetings and/or in-service educational programs and keeps current with developments in the field through participation in seminars, workshops and/or publications. Participates in peer review process as part of overall quality program (QI/QA).

**QUALIFICATION REQUIREMENTS: (Education, Experience and Training)**

**Minimum Qualifications:**

- A high school diploma/GED; supplemented by postsecondary educational programs in emergency medical technology, paramedic science or closely related field;

**- OR -**

- One (1) year of experience as an Emergency Medical Technician - Basic or higher level in a pre-hospital setting.

**Special Requirements:**

- A favorable background investigation.
- Possess a current New Mexico Paramedic License or Arizona Paramedic Certification.
- Possess a valid state driver's license.
- Possess an Advanced Cardiac Life Support (ACLS) Certification.
- Possess Basic Life Support (BLS) Cardiopulmonary Resuscitation (CPR) Certification for Health Care Provider.

*(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:**

Knowledge of state and local emergency medical protocols, rules and regulations. Knowledge of specialized emergency care procedures, methods, and practices. Knowledge of supervisory methods and techniques. Knowledge of pharmacology and medical terminology. Knowledge of medical transport regulations, protocols and procedures. Knowledge of operating emergency medical vehicles and equipment.

Skill in operating emergency medical vehicles and equipment . Skill in assessing and managing emergency medical situations

Skill in maintaining medical records. Skill in establishing and maintaining effective working relationships

Skill in basic computer operations. Ability to coordinate with agencies involved in patient care and transportation

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