

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

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| REQUISITION NO: <u>DPS04716632</u> | DATE POSTED: <u>11/21/18</u> | |
| POSITION NO: <u>241987</u> | CLOSING DATE: <u>12/13/18</u> | |
| POSITION TITLE: <u>EMT Intermediate</u> | | |
| DEPARTMENT NAME / WORKSITE: <u>DPS/Emergency Medical Service / Torreon, NM</u> | | |
| WORK DAYS: <u>SUN-SAT</u> | REGULAR FULL TIME: <input checked="" type="checkbox"/> | GRADE/STEP: <u>AR61A</u> |
| WORK HOURS: <u>VARIES</u> | PART TIME: <input type="checkbox"/> | NO. OF HRS./WK.: _____ \$ <u>32,739.20</u> PER ANNUM |
| SENSITIVE <input checked="" type="checkbox"/> | SEASONAL: <input type="checkbox"/> | DURATION : _____ \$ <u>15.74</u> PER HOUR |
| NON-SENSITIVE <input type="checkbox"/> | TEMPORARY: <input type="checkbox"/> | _____ |

DUTIES AND RESPONSIBILITIES:

Must be available 24 hours/7 days/week, including callback or standby duty. Must be able to work different or rotating shifts. Must be able to travel and take assignments on moments notice on or off the Navajo Nation. Must perform the duties and responsibilities of EMT Intermediate/Advance EMT Classification as described and in accordance with the principles and practices of Emergency Care while in the field. Must perform those duties and responsibilities as authorized in the EMT Intermediate/Advance EMT 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. Prepare and conduct public awareness and education presentations. 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/GED.

Special Requirements:

- A favorable background investigation.
- Possess a valid state driver's license.
- Possess a current New Mexico EMT Intermediate/Advance EMT License; and current 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:

Incumbent must obtain a Navajo Nation Vehicle Operator's Permit within 30 days of date of hire. Knowledge of the principles and practices of emergency medical care, Cardiopulmonary Resuscitation (CPR), and medical terminology. 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.