

City of Missouri Valley, Iowa

Employer: City of Missouri Valley
Department/Division: City Hall/EMT Department
Facility/Location: City Hall/EMT Department
Job Title: Full-time EMT

Shift: M-F; 8-12 hours/day

Job Summary: This position is under the general supervision of the City Administrator and the EMT Lead. Under the City Administrator, performs assigned duties reliably, responsibly, and respectfully. Under the EMT Department, performs a variety of semi-skilled and technical tasks in the treatment of patients and operates a variety of equipment. This position has no supervisory responsibility.

Essential Functions

EMT Functions

1. Examine and evaluate patients to determine necessary care.
2. Provide emergency care by utilizing appropriate techniques and equipment.
3. Document patient information, condition, and treatment.
4. Maintain patient confidentiality and perform all care with respect for patient rights.
5. Transport patients in accordance with outlined policies and procedures.
6. Maintain a safe, clean, and well-stocked environment for patients.
7. Operate and drive ambulance in conjunction with applicable safety policies and laws.
8. Provide basic life support.
9. Respond to fire calls as a medical standby and provide rehab for firefighters.
10. Perform periodic equipment checks on all MVFD apparatus.
11. Clean and maintain all MVFD grounds and equipment as assigned.
12. Perform custodial duties within the fire department as assigned.

Physical Demands	Description	Essential Function(s)
Pushing	Push up to 100 pounds often. Push up to 150 pounds and lift as a team frequently. Push up to 300 pounds and lift as a team occasionally.	2, 5, 10, 11, 12
Pulling	Pull up to 100 pounds often. Pull up to 150 pounds and lift as a team frequently. Pull up to 300 pounds and lift as a team occasionally.	2, 5, 10, 11, 12
Climbing	Climb to get in and out of ambulance, use ladders and step stools.	1, 5, 6, 9, 10, 12
Standing	Stand for up to several hours per day.	1, 2, 4, 5, 6, 9, 10, 11, 12
Walking	Walking through various terrains.	1, 5, 6, 9, 11, 12
Lifting	Lift up to 100 pounds often. Lift up to 150 pounds as a team frequently. Lift up to 300 pounds as a team occasionally.	2, 5, 6, 9, 10, 11, 12
Carrying	Carry various equipment weighing up to 50 pounds up to 50 feet at a time.	2, 5, 6, 9, 10, 11, 12
Bending	Bend from 0 to 25 inches.	1, 2, 4, 6, 9, 10, 11, 12
Reaching	Reach from 0 to 25 inches forward reach.	1, 2, 4, 5, 6, 9, 10, 11, 12
Gripping	Grip 60 pounds bilaterally to steer vehicles and operate various hand tools.	5, 7, 9

Pinching	Pinch up to 5 pounds bilaterally to handle small parts and tools.	1, 2, 6, 9, 10, 11, 12
Low-level Work	Low-level kneeling activity for performing various activities, machine, and equipment maintenance, etc.	1, 2, 6, 9, 10, 11, 12
Above-Shoulder Work	Lift up to 10-pounds and hold for up to 2 minutes at self-selected height above shoulder.	2, 6
Hand Coordination	Hand coordination for writing as well as operating various equipment and tools.	1, 3, 4, 6, 9, 10, 11, 12

Exposures	
Source	Description (level, duration, etc.)
Uneven/slippery surfaces	Required to perform essential functions on slippery surfaces and uneven terrain.
Weather	Required to perform essential functions outside under various and changing weather conditions such as heat, cold, wind, and rain.
Electricity	Exposure to energized, high-voltage power lines.
Confined Spaces	Required to perform essential functions in various confined spaces.
Heights	Required to perform essential functions at heights more than 30 feet.
Noise	Various.
Chemicals	Various toxic or caustic chemicals.

Knowledge, Skills, and Abilities

- Graduation from high school or GED equivalent.
- One year of experience in an emergency care setting preferred.
- Experience in Fireground/firefighting operations preferred.
- Ability to follow oral and written instructions/orders.
- Demonstrated ability to implement clinical care in accordance with outlined policies and procedures.
- Ability to exercise sound judgment while working in a stressful environment.
- Ability to work as a member of a team.

Personal Protective Equipment

- All PPE necessary to perform the essential job functions.

Licenses, Certifications, and Residency Requirements

- Possess and maintain EMT certification/license in the state of Iowa.
- Current American Heart Association BLS Provider CPR certification.
- Possess and maintain a valid driver's license.

Recommendations/Comments:

The City of Missouri Valley retains the authority to change the job duties included in the job description at any time. The list of duties is not exhaustive and various requirements are subject to possible modification as a reasonable accommodation for a qualified individual.

Document History

Date	Description
3/2023	Updated