



**TOWN OF HOLLISTON
JOB DESCRIPTION**

JOB TITLE:	EMERGENCY MEDICAL TECHNICIAN (EMT)	DATE:	07/18/2023
DEPARTMENT:	FIRE	GRADE:	EMS
REPORTS TO:	ASSISTANT FIRE CHIEF / EMS DIRECTOR	FLSA:	NON-EXEMPT

POSITION PURPOSE:

Performs duties related to Emergency Medical Service.

ESSENTIAL FUNCTIONS:

Responsible for delivery of emergency care in the pre hospital setting and documenting patient interactions. Must have the ability to work collaboratively with emergency personnel, paramedics, police officers and firefighters to provide Emergency Medical Services for the Town of Holliston. Duties include but are not limited to cleaning EMS equipment and checking/replacing used or damaged supplies, sterilizing the ambulance interior, and restocking all supplies in the ambulance as needed.

SUPERVISION:

Works under the general direction of the Assistant Fire Chief/EMS Director.

WORK ENVIRONMENT:

Work is performed in a variety of indoor and outdoor environments. Majority of work is performed in a moderately noisy environment. Makes frequent contact with the general public. Contacts are primarily in person. Contacts with the public require considerable patience, courtesy and the ability to maintain compassion and confidentiality.

RECOMMENDED MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Must be at least 18 years old. High School Diploma or G.E.D. required.

ADDITIONAL REQUIREMENTS:

Ability to pass Town of Holliston's background process, drug test, and become CORI certified. Must possess a Massachusetts Driver's License, Massachusetts Basic EMT Certification or higher and CPR/AED BLS certificate for Healthcare Providers.

Candidate must have ability to work various shifts on-call.

KNOWLEDGE, ABILITY AND SKILL:

Must possess excellent communication, critical thinking and interpersonal skills. Must have excellent physical strength.



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PHYSICAL REQUIREMENTS:

Employee is regularly required to walk, stand, sit, speak and hear; uses hands to handle, feel or operate objects, tools, or controls. Position involves bending, kneeling, moving and lifting patients. Vision and hearing at or correctable to normal ranges.

NOTES:

The essential functions or duties listed herein are illustrations of the type of work that is performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable individuals with disabilities perform the essential functions. This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.