



# Paramedic

**FLSA Classification:** Non-Exempt  
**Work Location:** Onsite; Cedar County, Iowa  
**Pay Grade:** 14  
**Reports To:** EMS Director/Chief

## POSITION SUMMARY

The Paramedic provides advanced prehospital emergency medical care to ill and injured patients within Cedar County and surrounding jurisdictions. Working under the supervision of the EMS Director/Chief and clinical direction of the EMS Medical Director, the Paramedic functions as part of a two-person crew to deliver compassionate, evidence-based, and patient-centered care in accordance with Iowa Department of Health & Human Services (HHS) regulations, agency protocols, and accepted standards of practice.

Paramedics are responsible for ensuring operational readiness, maintaining professionalism, and supporting the agency's mission to preserve life, alleviate suffering, and promote recovery in Cedar County's communities.

## ESSENTIAL DUTIES AND RESPONSIBILITIES

### Emergency Medical Response

- Respond promptly and safely to emergency and non-emergency calls for service.
- Assess the nature and extent of illness or injury and establish priorities for emergency care.
- Provide advanced life support (ALS) interventions including airway management, cardiac monitoring, IV/IO access, drug administration, and other procedures within Paramedic scope of practice.
- Assist with extrication, lifting, moving, and transport of patients to appropriate medical facilities.
- Communicate effectively with patients, families, first responders, dispatchers, and hospital personnel.
- Operate as a team leader or partner depending on assignment.

### Documentation and Reporting

- Accurately complete electronic patient care reports (ePCR) and all associated documentation in accordance with agency policy and regulatory requirements.
- Ensure reports are thorough, timely, and compliant with billing and quality assurance standards.
- Maintain confidentiality of all protected health information.

### Equipment, Vehicle, and Facility Readiness

- Inspect and maintain ambulance, medical equipment, and supplies to ensure operational readiness.
- Perform daily vehicle checks, report deficiencies, and restock as necessary.
- Maintain cleanliness, order, and safety in vehicles and stations.

### Training, Quality, and Compliance

- Maintain proficiency in all required clinical and operational skills.
- Participate in training, continuing education, and quality improvement activities.
- Adhere to all agency policies, protocols, and safety standards.
- Participate in public education, community outreach, and disaster preparedness activities as assigned.



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## Team and Agency Support

- Maintain a professional demeanor and positive working relationships with coworkers, allied agencies, and the public.
- Provide mentorship to other EMS personnel and student ride-alongs when assigned.
- Perform additional duties or assignments as directed by supervisory staff.

## QUALIFICATIONS

### Education

- High school diploma or equivalent required.
- Associate degree or higher in Emergency Medical Services, Public Safety Administration, Public Administration, Emergency Management, Healthcare Administration, or a related field encouraged.

### Experience

- Minimum of one (1) year of field EMS experience preferred; new graduates may be considered.

### Licenses/Certifications

- Current Iowa Paramedic license or equivalent U.S. EMS Compact Privilege to Practice; Critical Care Paramedic endorsement preferred.
- Current National Registry Paramedic (NRP) certification preferred.
- Valid Iowa driver's license with insurability under county policy.
- FEMA NIMS ICS 100, 200, 700, and 800 required.
- Completion of an approved emergency vehicle operations course.
- Maintain training or certification in basic life support (AHA BLS or equivalent certification), advanced cardiac life support (AHA ACLS or equivalent certification or training), pediatric advanced life support (AHA PALS, NAEMT EPC, AAP PEPP ALS, or equivalent certification or training), and prehospital trauma care (NAEMT PHTLS, ACEP ITLS, or equivalent certification or training); instructor level credentials encouraged.
- Maintain any other certifications as required by state regulation.

### Credentialing

- Obtain and maintain approval to practice from the Cedar County EMS Medical Director.

### Clearances

- Must pass criminal background check and drug screening.
- Must not appear on the U.S. Department of Health and Human Services (HHS) OIG Exclusion List.



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## KNOWLEDGE, SKILLS, AND ABILITIES

- Comprehensive knowledge of advanced prehospital emergency medical care and operations.
- Ability to remain calm and make sound clinical decisions under pressure.
- Excellent interpersonal and communication skills.
- Proficiency with patient care reporting software and medical technology.
- Commitment to professionalism, integrity, and continual skill development.

## WORK ENVIRONMENT

- Work is performed in a combination of indoor, outdoor, and vehicle settings under all weather conditions.
- Exposure to infectious diseases, bodily fluids, hazardous materials, and stressful or dangerous situations.
- Requires availability for day, night, weekend, and holiday shifts.
- Subject to call-in to respond during disasters or major incidents.

## PHYSICAL REQUIREMENTS

- Frequently required to lift, carry, or move patients and equipment exceeding 50 pounds, sometimes with limited assistance.
- Must be able to stand, sit, walk, run, crouch, bend, twist, push, pull, reach, kneel, climb, and work in confined spaces.
- Must be able to operate emergency vehicles and communicate effectively in high-noise environments.

## COMPENSATION

Salary range commensurate with qualifications, experience, and Cedar County policy. Comprehensive benefits package including health, retirement, and paid leave in accordance with Cedar County standards.

## MANAGEMENT STATEMENT

This job description is not all-inclusive. The employee may perform other reasonable job-related duties as assigned. Management reserves the right to modify duties and responsibilities as necessary. This document is for management communication only and is not intended to imply a written or implied contract of employment.

## ACKNOWLEDGEMENT FOR RECEIPT OF JOB DESCRIPTION

<b>Employee's Printed Name</b>	<b>Employee Signature</b>	<b>Date</b>
<b>Supervisor's Printed Name</b>	<b>Supervisor's Signature</b>	<b>Date</b>