



City of La Verne Ambulance Operator

SALARY	\$15.50 - \$18.84 Hourly	LOCATION	La Verne, CA
JOB TYPE	Full-Time	JOB NUMBER	23-15
DEPARTMENT	Fire	OPENING DATE	06/01/2023
CLOSING DATE	6/15/2023 8:00 AM Pacific		

Description

SALARY

40 HOUR BASE SALARY RANGE: \$32,240-\$39,188

56 HOUR SHIFT SCHEDULE SALARY RANGE (estimated salary range based on scheduled overtime): \$51,584-\$62,700

Hourly pay based on 24-hour shifts; overtime pay after 40 hours; most assignments average 56-hour workweeks

Under general supervision, this unrepresented position works a 48/96 shift schedule which coincides with La Verne Fire Department A, B, and C shifts and provides emergency ambulance transport services and basic first aid assistance during medical response calls. Ambulance Operators will safely drive an ambulance and other vehicles during emergency and non-emergency situations while providing assistance to Paramedics and other La Verne Fire and public safety staff as needed.

TO APPLY: Applicants must submit an application through the [governmentjobs.com](https://www.governmentjobs.com) website. Applicants **MUST** include:

- Résumé (one page maximum)
- Proof of a valid California EMT-1 certificate (required at time of application)
- Copy of current and valid CPR certification (required at time of application)
- Proof of a valid California Driver's License with valid Ambulance Driver certification (required at time of application)
- Certificate of completion from a certified Fire Academy/Firefighter I certificate (PREFERRED but not required)

Interested parties are urged to apply without delay, as only the first 36 qualified applicants will advance to the next assessment phase. The application period may close at any time. If, after initial review of applicants, fewer than 36 are qualified, we may reopen the application period.

In-person interviews are planned for the week of June 26 at La Verne Fire Station 1. Successful applicants will receive further details once the application period closes.

Examples of Duties

Essential duties and responsibilities may include, but are not limited to, the following:

- Operate city-owned ambulances and other department vehicles as directed and within policy; drive to and from medical emergencies as part of the ambulance transportation team.
- Drive ambulance or other department vehicle during non-emergency situations.
- Perform appropriate basic EMT-1 field procedures including attaining and documenting vital signs, bandaging, splinting, lifting patients into ambulance and assisting paramedics as directed.
- Maintain and inventory emergency ambulance supplies, equipment, and routine vehicle components.

- Support patient billing operations.
- Operate within Federal, State, and local laws, regulations and guidelines including the Health Insurance Portability and Accountability Act.
- Attend and successfully complete department and hospital training sessions and drills.
- Participate in station and equipment clean-up, and assist in maintaining city vehicles and fire department facilities.
- Perform related duties and responsibilities as required.

Typical Qualifications

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Experience and Education: No direct work experience is required; experience as a volunteer or direct employment in fire service or emergency response is preferred. High school graduation or equivalent is required; college-level courses in Fire Technology or graduation from a California Fire Academy is preferred.

Knowledge of: Principles of emergency ambulance and transportation procedures including first aid, resuscitator, and gurney operations; safe emergency work practices; applicable Federal, State, local regulations, practices and procedures; infectious control procedures; emergency radio communication procedures; basic medical terminology and documentation; and emergency vehicle maintenance and operation.

Ability to: Read electronic and incident maps and follow map directions; work effectively in difficult and hazardous emergency situations and environments and carry out work assignments as instructed; safely and properly transport patients during ambulance transportation; follow oral and written instructions; communicate effectively with the public and fellow employees.

LICENSES/CERTIFICATIONS:

- Must possess a valid California EMT-1 certificate at time of application
- Must possess a valid California Driver's License with valid Ambulance Driver certification at time of application
- Must possess a current CPR card at time of application

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed in a fire department facility, and in the field for on-scene response to emergency situations. Work requires wearing of specialized gear for extended periods of time, and climbing, lifting, carrying, and transporting equipment and individuals. Functional vision and normal hearing to differentiate sounds (voice, horn) are required. Work may involve exposure to extreme weather conditions, extreme heat, unstable structures, hazardous materials, emergency situations, body fluids, infectious diseases, and pathogens. Must maintain a level of physical fitness to meet LVFD standards.

All new fire department healthcare workers shall adhere to the Los Angeles County Department of Public Health vaccination orders and La Verne Fire Department vaccination policies.

Supplemental Information

APPLICATION PROCESS:

1. Apply to the City of La Verne Ambulance Operator job listing at <https://www.governmentjobs.com/careers/cityoflaverne/>.
2. Incomplete applications will not be accepted.
3. Interested parties may apply to this recruitment only once within a 30 day period.
4. Applicants MUST attach the following items to their job application:
 - Résumé (one page maximum)

- Proof of a valid California EMT-1 certificate (required at time of application)
- Copy of current and valid CPR certification (required at time of application)
- Proof of a valid California Driver's License with valid Ambulance Driver certification (required at time of application)
- Certificate of completion from a certified Fire Academy/Firefighter I certificate (PREFERRED but not required)

SELECTION PROCESS:

The City reserves the right to select applicants for further consideration who demonstrate the best qualifications match for the position. Meeting the required minimum qualifications does not guarantee an applicant an invitation to the next step(s) in the selection process. Those candidates whose experience and training most closely match the City's needs may be invited to participate in the selection process, which may include a combination of written exercise, panel interview, or other testing deemed appropriate. Prior to hire, successful candidates will also be required to undergo a background investigation and medical examination (including drug screen).

Appointments are subject to a 12-month probationary period.

As required by state law, the City provides consideration for veterans who served during military actions. Eligible veterans should notify Personnel **in writing** at the time of application. Under Federal law, employees must contribute 1.45% of their gross monthly earnings for Medicare coverage. The City will match the employee's contribution. In compliance with the Americans with Disabilities Act (ADA), if special assistance to participate in this recruitment is needed, contact the Personnel Office. The City recruits and hires without regard to race, color, religion, physical disability or condition, sexual orientation, gender, age, or national origin, except in those specific instances whereby a bona fide occupational qualification demands otherwise. The City of La Verne hires only United States citizens or lawfully authorized aliens. The provisions of this bulletin do not constitute an express or implied contract.

Any provision contained in this bulletin may be modified or revoked without further notice.

Agency

City of La Verne

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<http://www.cityoflaverne.org>