

**Title: Paramedic Trainee**  
**Department: Public Safety**  
**Division/Office: Emergency Medical Services Division**



Grade 2111; Hourly position; Category: Classified; Job Code: PART; Rev.:07/01/2021

### **General Description**

The purpose of this job is to attend an approved paramedic training program and learn to perform highly responsible and technical advanced lifesaving and emergency medical treatment.

This position works under close supervision according to set procedures.

### **Example Of Work Expectations**

- 1) Emergency Care Skills and Knowledge - Will learn to accurately assess and treat injured or ill victims of traumatic or medical emergencies.  
Performance Criteria:
  - A) Performs patient assessments and initiates patient care under the correct protocol.
  - B) Performs Basic Life Support procedures in accordance with recognized Standard of Care.
  - C) Performs Advanced Life Support procedures in accordance with recognized Standard of Care.
  - D) Knows paramedic pharmacology, dosage calculations and delivery methods.
  - E) Possesses the ability to operate and interpret data from diagnostic equipment such as cardiac monitors/defibrillator, pulse oximeter, etc.
  - F) Possesses the ability to interpret and follow written protocols or physician directed verbal orders.
  - G) Possesses the ability to calmly and professionally manage an emergency scene.
- 2) Education and Professional Development - Participates in a program of education and professional development.  
Performance Criteria:
  - A) Will become certified in BCLS, ACLS, PHTLS (or BTLS) and PALS.
  - B) Will successfully complete National Registry as EMT-P and State certification.
  - C) Participates in and successfully completes the DTCC Paramedic Education program.
  - D) Seeks to gain paramedic skills to departmental and state medical standards.
- 3) Teamwork/Cooperative Efforts - Functions as a member of an educational system and works with other members of the health care team.  
Performance Criteria:
  - A) Communicates and cooperates effectively with fellow students, partners, coworkers and instructors.
  - B) Cooperates with and utilizes skills of Basic Life Support, fire, rescue and police personnel to affect optimal patient care.
  - C) Communicates effectively with patient and family members.
  - D) Maintains composure during stressful situations.
  - E) Follows written procedures or verbal commands from Supervisors, Field Training Officers, and DTCC Training Coordinator.
  - F) Demonstrates routine knowledge/compliance of departmental Standard Operating Procedures and policies.
- 4) Written Reports - Prepares accurate and complete written patient care reports.  
Performance Criteria:
  - A) Enters accurate patient data in computer database within time frame specified per SOP.

**Title: Paramedic Trainee**  
**Department: Public Safety**  
**Division/Office: Emergency Medical Services Division**



Grade 2111; Hourly position; Category: Classified; Job Code: PART; Rev.:07/01/2021

- B) Uses correct grammar, spelling and department approved abbreviations.
  - C) Enters pertinent and detailed patient care reports in written format.
- 5) Emergency Vehicle Operations - Possesses the ability to operate an emergency vehicle in a safe manner.  
Performance Criteria:
- A) Possesses the ability to operate the vehicle in a safe manner under normal, non- emergent conditions.
  - B) Possesses the ability to operate the vehicle in a safe manner under emergency and/or hazardous conditions.
  - C) Can read road maps and effectively direct unit to call scene.
  - D) Possesses driving record with no more than 4 current points.
- 6) Professional Standards - Maintains appearance and hygiene in accordance with departmental and college policies. Demonstrates and displays a constructive behavior and professional demeanor in the workplace and in public. Reports to work/class when required and in a timely fashion.  
Performance Criteria:
- A) Promotes a professional appearance through grooming, hygiene, and uniform appearance.
  - B) Fosters and maintains a positive and professional behavior within the department and the college.
  - C) Consistently reports to work in a timely manner.
  - D) Consistently follows requirements of leave policies.
  - E) Maintains personnel record clear of disciplinary action.
  - F) Demonstrates an ability to follow chain of command.

**Minimum Education and Experience Requirements**

Requires High School graduation or GED equivalent.

**Additional Requirements:**

At least 18 years of age; graduation from an accredited high school or G.E.D.; Delaware Class "D" driver's license; ability to pass required training institution entrance criteria; successful completion of Kent County selection process; psychiatric and physical examinations; physical agility testing; written, oral, and practical examination; background investigation (including driving, criminal and credit); and ability to be certified by the Delaware Board of Medical Practice as a Paramedic upon successful completion of approved training program; ability to understand and follow oral and written instructions; ability to prepare accurate written reports; ability to manage people in stressful situations for the care and safety of the patient; ability to perform minor maintenance of emergency vehicles; good driving record (to be determined by review); excellent moral character (to be determined by a background investigation); must demonstrate a high degree of dependability; ability to perform as part of a team; good judgment; integrity; tact; operational knowledge of personal computers and pertinent applications; regular and timely attendance; performance of duties in a safe manner.

**Americans with Disabilities Act Requirements:**

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires balancing, climbing, crouching, feeling, fingering, grasping, kneeling, lifting, reaching, stooping, crawling, handling, pulling,

**Title: Paramedic Trainee**  
**Department: Public Safety**  
**Division/Office: Emergency Medical Services Division**



Grade 2111; Hourly position; Category: Classified; Job Code: PART; Rev.:07/01/2021

pushing, repetitive motion, standing, and walking; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; mental acuity is required to make rational decisions through sound logic and deduction; physical attendance at work site is required to perform manual tasks, provide immediate service to onsite customers, and supervise or interact with work group; visual acuity is required for depth perception, color perception, night vision, peripheral vision, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, noise, hazards, and atmospheric conditions. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

**Special Certifications and License Requirements:**

- May be required to pass standardized examination to determine basic knowledge, skills & abilities.
- Must efficiently work toward State of Delaware Paramedic certification, National Registry of EMTs Paramedic certification, and current BCLS, ACLS, CPR, BTLA Advanced and/or PHTLS certification.
- Must participate in training coursework and field training on a rotating 24-hour, seven days a week shift, as assigned.
- Must pass testing of physical strength and agility to qualify for and retain position.
- Must pass testing for infectious diseases.
- Must possess and maintain a valid state driver's license with an acceptable driving history.

**Notices:**

Kent County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management. This is an employment at-will position.

\_\_\_\_\_  
Employee Acknowledgement