CITY OF MAYVILLE
POSITION DESCRIPTION

POSITION TITLE: Ambulance Driver   **DATE:** September 2017

REPORTS TO: Director/Deputy Director

JOB PURPOSE: Responds to emergency calls and transports ill or injured persons.

DUTIES AND RESPONSIBILITIES: The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive and other duties may be required and assigned.

Responds to emergency call and transports individuals as needed.

Accepts being on call for a day/night/weekend schedule.

Be able to lift cot with patient and related equipment.

Be clean and neat in appearance and maintain patient confidentiality.

Maintain and clean ambulance after a call if needed.

Knows and follows all policies.

Attends all monthly meetings/practices which are held the fourth (4th) Wednesday of the Month.

This Position is subject to an 18 month probation period which can be extended if necessary.

POSITION QUALIFICATIONS: High school diploma. Must possess a valid State of Wisconsin driver's license.

DESIRABLE KNOWLEDGE AND ABILITIES: Must be CPR certified. Ability to perform work under adverse conditions. Knowledge of traffic ordinances and regulations concerning emergency vehicle operation. Ability to react quickly and calmly in emergencies. Ability to establish and maintain effective working relationships with other members, the public, other city officials, or any combinations of qualifications, knowledge, and abilities that yield the necessary qualities to perform the required job duties.

SUPERVISION/DECISION MAKING: Does not supervise others. Receives general supervision and works alone on routine work from standard practices and procedures. Works as a team. Decisions affect the entire department.

INTERACTION: Frequent inside and outside contacts with co-workers, immediate supervisor(s) and citizens. Contacts involve matters involving corrections or adjustments where some tact is essential to resolve minor problems.

ABOVE ALL: MAINTAIN PATIENT CONFIDENTIALITY AT <u>ALL</u> TIMES….