

P.O. Box 189
NAKNEK, ALASKA 99633
www.bristolbayboroughak.us



TELEPHONE
(907) 246-4224
FAX
(907) 246-6633

Bristol Bay Borough

Job Description

EMT-III Seasonal

Department:	Fire Department
Immediate Supervisor:	EMS/Fire Department Coordinator
Positions Supervised:	NONE
Step Classification:	Hourly-F (\$23.94/hr.) (No Benefits)
Terms:	Full Time Summer Seasonal

**Posted 3/7/2023 by
the Borough Clerks
Office OPEN UNTIL
FILLED Applications
can be found on the
Borough's website
bbbak.us
Send to
stibbetts@bbbak.us
&
deputyclerk@bbbak.us**

Qualifications:

Applicant must be 18 years of age. Must possess a valid Alaska Driver's License. No felony or disqualifying criminal history. Must pass a complete a drug test, physical exam, and demonstrate excellent physical health. Frequently lift and/or move up to 50 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, color vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. Must have high school diploma or GED equivalent.

The successful applicant will comply with the following during the entire span of employment:

- Possess or obtain and maintain current Alaska EMT-3 Certificate or National EMT-3 Certificate
- Three years of Emergency Medicine experience
- One year of Emergency Medicine experience at current level
- Prefer State of Alaska Basic Fire Fighter certification or higher

Responsibilities:

Mental alertness, mechanical aptitude, ability to get along well with others, willingness to perform any task assigned, conscientious, dependable and good physical health. Position is based on a flexible 48-hour work week. At the discretion of the EMS/Fire Department Coordinator, the employee may be required to be on-call for four night shifts each week, which may require overtime.

The EMT-3 must participate in at least 70% of the required training for the season.

Subject to random drug testing.

The EMT-3 will be expected to respond and work in less than ideal conditions.

He/she may have to enter hazardous atmosphere areas and will be expected to work in a safe manner.

Duties and Tasks Performed:

- Responds to fire, rescue, hazardous materials emergencies and other emergencies as assigned by the EMS/Fire Department Coordinator
- Perform as a EMT-3, Fire Fighter, and act as lead crew member when needed

- Operate rescue equipment
- Assist in cleaning ambulance or fire equipment upon return to the station after an emergency call or a training session
- Assists in completing written reports and run reports upon return to the station
- Ensure Ambulance reports are accurate and returned to the EMS/Fire Department Coordinator within 24 hours of completing the ambulance run
- Restock any and all supplies used on an ambulance call immediately upon returning to the station
- Attends regular training sessions to practice procedures and to learn and practice new rescue methods
- Set up regular training sessions for department to participate in
- Attend regular monthly meetings of the volunteer Fire Department
- Maintains inventory and restock EMS equipment in both supply room and ambulance
- Cleans and maintains area for the fire station used by the members as scheduled
- Cleans and maintains ambulance and equipment including all that was used on an ambulance call
- Assists with fire prevention program
- Other duties as assigned by the EMS/Fire Department Coordinator

Acknowledgement

I understand the duties of my positions as contained in this job description

Employee Signature

Date

This job description is accurate and has been reviewed with the employee

Supervisor Signature

Date

THE BRISTOL BAY BOROUGH IS AN EQUAL OPPORTUNITY EMPLOYER