

CAREER OPPORTUNITIES WITH CIVIL SERVICE

HERKIMER COUNTY DEPARTMENT OF PERSONNEL

Announces

EXAMINATION Open to the Public

PARAMEDIC

Examination Number 24-012

Date of Examination: Refer to "Subject of Examination"

Filing Deadline:

Applications must be received or postmarked by: April 19, 2024

Refer to General Instructions, Filing Fee Information, and Application Fee Waiver

A NON-REFUNDABLE FILING FEE MUST ACCOMPANY EACH APPLICATION
\$15.00 MONEY ORDER payable to the Herkimer County Treasurer
Cash accepted if paying in person; you must have the exact dollar amount.
Personal checks will NOT be accepted.

Salary: \$25.00 per hour (Varies by municipality)

Vacancy: The eligible list established as a result of this examination will be used to fill appropriate vacancies which may exist/occur under the jurisdiction of the Herkimer County Personnel Department. At present one vacancy exists in the Village of West Winfield.

Residency: Must be legal residents of New York State for at least 30 days immediately preceding the date of the written exam. Preference in certification for appointment may be given to successful candidates who have been legal residents of the municipality in which appointment is to be made -- **Herkimer County CS Rule VII 1.b. – "When preference in certification is given to residents of a municipality pursuant to subdivision 4-a of Section 23 of the Civil Service Law, an eligible must have been a resident of such municipality for at least one month prior to the date of certification in order to be included in a certification as a resident of such municipality and must be a resident of such municipality at the time of appointment."**

Duties: The work involves responsibility for administering life support care, including advanced cardiac care and medications to sick and injured persons in a pre-hospital setting as authorized and directed by a Physician. Paramedics respond quickly, but safely, to emergency calls. They deliver pre-hospital emergency care at the scene of an injury or sudden illness. Once the patient can be safely moved and in an ambulance or other emergency vehicle, the Paramedic continues to assess the patient and provide emergency care. The work is supervised by a Physician through radio communication and/or written protocols. Supervision is not typically a function of this classification. Does related work as required.

MINIMUM QUALIFICATIONS FOR TAKING THE TEST:

Candidates must meet the following requirements on or before the date of filing application:

- (A)** Graduation from high school or possession of a high school equivalency diploma; **AND**
- (B)** Possession of valid, current certification as a Paramedic (A-EMT-4) issued by the New York State Department of Health in accordance with Part 800, Chapter IV of the State Emergency Medical Service Code at the time of application; **AND**
- (C)** A grant of medical control privilege; **AND**
- (D)** Possession of a valid, appropriate level motor vehicle operator's license issued by the New York State Department of Motor Vehicles at the time of application and continued possession of said license required to maintain employment.

****SPECIAL REQUIREMENT: IN THE VILLAGE OF WEST WINFIELD THE PARAMEDIC MUST BE CPR INSTRUCTOR CERTIFIED****

SUBJECT OF EXAMINATION

The only subject of examination will be an evaluation of your training and experience. You are, therefore, asked to include in your application a summary of all pertinent training and experience in sufficient detail so that your background may be evaluated against the duties of the position.

In your ***summary of training***, include all college course work, formal in-service training, and seminars you have attended. You must specify either the number of credits received or the number of contact hours and dates of attendance. Also include a copy of your professional license or documentation indicating eligibility for licensure. Specify the date that your license was first issued.

In your ***summary of experience***, you must specify the dates of your employment, the number of hours worked per week, your title, and the main duties for each. **Be specific**; vagueness and ambiguity will **NOT** be resolved in your favor. Candidates who submit incomplete applications or documentation may be disqualified.

DO NOT SEND A RESUME

Supplementary documentation, other than college delayed transcripts, will not be accepted after application has been filed unless specifically requested by this department.