

Warren County Human Resources
602 West Ridgeway Street
P.O. Box 619
Warrenton, NC 27589



Monday - Friday 8:30am to 5:00pm
Telephone: (252) 257-7132
Facsimile: (252) 257-5971
www.warrencountync.com

EMPLOYMENT OPPORTUNITY

WARREN COUNTY

EMERGENCY MEDICAL SERVICES

INTERNAL ONLY

POSITION: Emergency Services Lieutenant*

DUTIES: Prepares & maintains detailed records & files; supervises the daily operation of emergency medical services; develops schedules & assigns work; responds to EMS, ALS, BLS, & related calls; prepares PREMIS reports & bills; ensures that all policies & procedures are followed; reviews daily reports & service; trains, directs, & evaluates EMS staff in the provision of emergency medical services; develops/coordinates training programs; serves as acting Emergency Services Captain when needed; does related work as required.

KNOWLEDGE, SKILLS, & ABILITIES: Thorough knowledge of emergency medical services administration, practices & procedures; thorough knowledge of emergency medical treatment & specialized cardiac treatment; thorough knowledge of the National Incident Management System ICS 100, 200, 300, 400, 700, 775, 800, & Emergency Operations Center functions; thorough knowledge of laws & regulations pertaining to emergency medical services; thorough knowledge of county emergency operations plan; thorough knowledge of instructing & educating employees & general public in emergency medical & emergency management courses; ability to plan effective in-service training & staff development programs; ability to express ideas effectively, orally & in writing; ability to establish & maintain effective working relationships with officials, medical agencies, volunteers, & the general public.

EDUCATION/EXPERIENCE: Any combination of education & experience equivalent to graduation from high school supplemented by required emergency medical & paramedic training including CPR instructor, NIMS & Methodology courses, & moderate experience in emergency medical services including some supervisory experience. Associate's degree with course work in public safety is preferred.

SPECIAL REQUIREMENTS: Must possess a valid driver's license. Must possess valid North Carolina certification as an EMT-Paramedic. Must meet & maintain minimum qualifications for the position as established by the department.

SALARY: \$41,379 - \$64,137 annually

Warren County applications will be accepted until **Friday, November 5, 2021** at the Division of Workforce Solutions (formerly the Employment Security Commission), 210 West Ridgeway Street, Warrenton, North Carolina 27589 or at the Warren County Human Resources Department, 602 W. Ridgeway Street, Warrenton, NC. Applications are available at www.warrencountync.com.

Warren County is a drug free workplace. Positions designated () as Safety Sensitive require pre-employment drug testing. In compliance with the Immigration Reform and Control Act of 1986, Warren County will employ only those individuals who are U.S. citizens or legal aliens authorized to maintain employment in the United States.*

Warren County is an Equal Opportunity