

EMERGENCY MEDICAL SERVICE DIRECTOR

The City of Ellinwood is accepting applications for the position of Emergency Medical Services Director. The EMS Director position is an exempt position under the FLSA. The Director reports directly to the City Administrator. This employee is responsible for the administrative and supervisory responsibilities for the coordination and supervision of the department. The employee in this position prepares schedules and trains personnel in emergency medical procedures and oversees the smooth operation of the department. The EMS Director works with various health, fire, & law enforcement agencies in providing continuing education and public relations for emergency medical services.

Preferred Experience:

Five years of Emergency Medical Technician experience, previous administrative or supervisory experience; necessary information and skills to perform the job reasonably well within six months of employment.

Education/Certification:

Required:

High School Diploma or GED, Current State of Kansas AEMT (Advanced Emergency Medical Technician) or Paramedic certification, valid Kansas Driver's license.

Preferred:

AHA or Red Cross CPR Instructor certification, KBEMS Training Officer or Instructor Coordinator Certification, NIMS 100, 200, 700 & 800, NIMS 300 & 400, PHTLS.

Salary commensurate with experience.

Resume and application review to begin immediately. Position will remain open until filled. Successful applicant will be required to establish residency within the city limits of Ellinwood within six months of date of hire. Anticipated start date mid March.

For a Full Job Description see www.cityofellinwood.ks.com or call the Ellinwood City Office at (620) 564-3161 for a copy of the full job description.

Resumes and inquiries should be directed to City Administrator, City of Ellinwood, P. O. Box 278, Ellinwood, Kansas 67526. Applications may be obtained by contacting the City Offices at 620 564-3161.