

## Catawba County Emergency Medical Services

### Logistics Technician

#### General Statement of Duties

Performs all of the skills and duties of an Emergency Medical Technician – Basic, as well as ensuring the operational readiness of the neonatal units for the contractual agreements.

#### Distinguishing Features of the Position

An employee in this class ensures the operational readiness of the neonatal units, as well as other emergency service equipment as time allows. This employee also maintains the stockroom and delivers supplies to the bases and units. Tact, courtesy, and firmness are required in dealing with patients and the general public. Work is performed in accordance with established emergency medical procedures and techniques. The employee must exercise considerable independent judgment in diagnosing a patient's condition and in applying short-term relief. Work is performed under the general supervision of the EMS Manager and evaluated by the employee's ability to perform effectively.

#### Illustrative Examples of the Work

1. Respond the neonatal unit as needed.
2. Check and ensure the operational readiness of the neonatal units and neonatal spare units.
3. Check and ensure the operational readiness of the SMAT and Special Event Team equipment, as well as other emergency service equipment as time allows.
4. Maintain the stockroom and deliver supplies to the bases/units.
5. Perform required ambulance inspections for NC OEMS.
6. Maintain biomedical equipment to include routine inspection, repairs, and maintenance as necessary.
7. Cover for sick or injured employees until part time staff can arrive.
8. Performs related work as assigned.

#### Knowledge, Skills, and Abilities

1. Meets all job requirements of Emergency Medical Technician with Catawba County Emergency Medical Services.
2. Thorough knowledge of the operation of neonatal units, as well as the equipment for the neonatal units.
3. Thorough knowledge of equipment and supplies employed in the Catawba County EMS.
4. Thorough knowledge of the supply inventory.
5. Ability to maintain the adequate amount of supplies.
6. Ability to tactfully, courteously, and firmly deal with medical personnel and the general public.
7. Ability to communicate effectively, both written and verbally.

#### Desirable Training and Experience

1. The employee must be certified by the NC Board of Medical Examiners as an Emergency Medical Technician.
2. The employee must possess a valid NC driver's license.