



Spirit Lake Tribe
P.O. Box 359
Fort Totten, North Dakota 58335
mkeo@spiritlakenation.com

Job Title:

EMS Driver

Open Date:

June 14, 2024

Program:

Emergency Medical Service

Closing Date:

Until filled

Position Objective: Entry level position to act as a member of the Emergency Medical Team assisting EMT in providing patient care and shall be responsible for the safe operations of the ambulance while responding to and from all emergency calls.

Major Duties & Responsibilities

- Work as a member of the EMS Team under the direction of the EMT or Paramedic on duty
- Operate the ambulance in a safe manner at all times while the ambulance is in operation
- Assist with patient care as directed by the EMT on duty
- Conduct vehicle maintenance checks at the beginning of each shift
- Maintain vehicle logs and report to supervisor
- Assist with all housekeeping duties on every shift
- Attend regular and special staff meetings of the Spirit Lake EMS
- Write reports per supervisor's request
- Have good knowledge of locations and be able to understand directions from dispatch.

Qualifications, Experience and education required:

- A current ND Emergency Medical Responder Certification is preferred
- Must Possess or obtain ICS 100, 700, 800 within 90 days of hire.
- Must possess a valid ND driver's license and insurable under the SLT's driving guidelines and maintain License throughout course of employment.
- EMT certification within two years of hire is required.
- Must Possess and maintain BLS CPR or its equivalent.
- Exhibit a high level of personal integrity and ethical conduct.
- Must be able to pass background investigation and is required to be fingerprinted.
- Annual medical evaluation physical by your personal physician and maybe subject to physical for mobility as requested by supervisor.
- Must participate in scheduled trainings

- Maintain compliance with HIPPA laws
- Must follow SLT Alcohol and Drug free policy and participate in drug/alcohol testing and (pre-employment, baseline, and Random)
- Additional duties as assigned

Job Role:	EMS Driver	Company Industry:	Spirit Lake Tribe
Exempt/Non-exempt			
Employment Status:	Full Time	Supervision	EMS Manager
Grade:	9	Manages Others:	No
Number of Vacancies:	1		
Please Send Application to:			
Name:	Spirit Lake Human Resource Dept	Email:	mkeo@spiritlakenation.com
Address:	P.O. Box 97	State	North Dakota
City:	Fort Totten, North Dakota	Zip/Postal Code:	58335
Phone:	701-381-0204 or 701-381-0361	Fax:	701-766-1272
Application Procedure	Complete application/Completed resume/Application materials must clearly explain how experience and education are related to minimum qualifications and job duties. Copy of Credentials /License/Copy of college transcripts/copy of valid driver's license/Names, addresses, phone numbers and permission to contact three references/If seeking Indian Preference a copy of Tribal Enrollment must be attached/ If seeking Veteran's preference must include Form DD214/Authorization signature will be required for background check and drug testing.		