

**The Town of Colonie Personnel Officer Announces
Open-Competitive Civil Service Examination
For
Emergency Medical Technician**



APPLICATIONS ACCEPTED CONTINUOUSLY

EXAMINATION NO: EMT-03

SALARY: FT Entry \$36,681 PT Entry: \$16.66
(40 hr) 6 mo: \$38,719
 1 yr: \$40,757

APPLICATION FEE: A fee of \$35.00 (thirty five dollars) is required for this examination, and a check or money order made out to the Town of Colonie must accompany each application. Note examination number on check or money order (see explanation on page 4).

RESIDENCY: The Town of Colonie shall exercise its option under Civil Service Law Section 23, Subdivision 4-A. Preference in appointment to the position of "Emergency Medical Technician", Eligible List #EMT03, may be given to those candidates who have been legal residents of the Town of Colonie for at least four months prior to the date of application and four months prior to the date of certification as an eligible candidate. Non-residents would be considered for appointment in the event that an inadequate number of potential candidates would not exist for an appointment. Residency shall be determined solely by the Personnel Officer in the manner he prescribes.

VACANCIES: The eligible list resulting from this examination will be used to fill vacancies as they occur in the Emergency Medical Services Department of the Town of Colonie. If you pass the examination, your name will be placed on the continuous eligible list for one year. After one year, your name will be removed from the list. You may apply for retest at six-month intervals.

DESCRIPTION OF POSITION: An EMT's duties involve responsibility for providing emergency medical services. Employees in this position operate specially equipped vehicles. When engaged in providing emergency medical services, incumbents are in radio contact with and may receive direction from paramedics and/or supervising physicians. The work is performed under the direction of the Emergency Medical Services Chief, who makes assignments, reviews work in progress and upon completion does related work as required.

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**

SEE "GENERAL INSTRUCTIONS"

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.

MINIMUM QUALIFICATIONS: At the time of application, candidates must meet all of the following qualification: (Please enclose photocopies of cards and license)

1. HS Graduate or possession of GED AND
2. Minimum *Current NYS EMT-Basic Certification* AND
3. *Current certification in BCLS* for the professional rescuer (*AHA or ARC*) **AND**
4. Possession and maintenance of a *valid motor vehicle operator's license* and an acceptable driving record.

Employees will be required to complete the following training post employment:

5. *Rescue Ops 1 (Low Angle)
6. *Rescue Ops 2 (Confined Space)
7. *Rescue Ops 3 (High Angle)
8. *Haz-Med Technician
9. *Vehicle extrication
10. *Basic water rescue
11. *Basic ice rescue.

*OFPC, T O C, DOH, or equivalent training

Qualifying Physical Ability Test will be administered PRIOR to *Civil Service certification* for appointment (see below).

The Physical Ability Test consists of the following events:

- 1) Stair climb with equipment
- 2) Chest Compressions
- 3) Patient Rescue
- 4) Carry a 120lb barbell backward 75'
- 5) Confined Space Crawl
- 6) Ladder Climb
- 7) Event Swim

An "Orientation Guide - Town of Colonie EMS Department - PAT Physical Ability Test" is available for review at the Town of Colonie Civil Service Department or can be viewed on the Town's web page for Civil Service Examinations at www.colonie.org.

ELIGIBILITY FOR APPOINTMENT BEGINS FOLLOWING SATISFACTORY COMPLETION OF QUALIFYING PHYSICAL ABILITY TEST. Ranking on Civil Service list shall be done by evaluation of training and experience.

Special Notes: Candidates must also submit to a pre-employment physical with drug screening, AND a psychological and psychiatric screening set by the Personnel Officer.

Incumbent EMT's must continue to meet or exceed all requirements for maintenance of NYS EMT certification for the duration of employment with the Town.

THE PERSONNEL OFFICER RESERVES THE RIGHT TO TERMINATE THIS CONTINUOUS RECRUITMENT PROGRAM AND RE-ESTABLISH THE PERIODIC, ANNOUNCED-DATE TYPE OF EXAMINATION.

HOW TO APPLY: Applications and additional information may be obtained at the Civil Service Department, Colonie Memorial Town Hall, 534 Loudon Road, (mailing address: PO Box 508), Newtonville, NY 12128-0508 – Telephone 783-2721 OR via the Internet at www.colonie.org (Civil Service Dept.) where applications can be viewed and downloaded from the web site.

Michael J. Foley
Personnel Officer
Town of Colonie
Revised July 2009

AN EQUAL OPPORTUNITY EMPLOYER