



City of Waukeee Part-Time Paramedic

SALARY	\$20.53 - \$27.02 Hourly	LOCATION	Waukeee, IA
JOB TYPE	Part-Time	JOB NUMBER	2025 Fall PT Paramedic
DEPARTMENT	Fire	OPENING DATE	09/04/2025
CLOSING DATE	9/25/2025 11:59 PM Central		

JOB PURPOSE

The City of Waukeee is looking for a part-time Paramedic. A Paramedic performs rescue operations, emergency medical operations, and fire/injury prevention activities (school visits, Public Relations events).

Part-time Paramedics are required to work a minimum of 108 hours per quarter. Shifts are 12 or 24 hours during the day, overnight (sleeping quarters provided), and weekends based on the employees availability.

Part-time Paramedic Wages

July 1, 2025 - June 30, 2026 Part-Time Hourly Pay Ranges

Paramedic: \$20.53 - \$27.02

*Starting wage depending on experience and qualifications.

Tentative Hiring Timeline

- **Applications:** Applications will be accepted until 11:59pm on September 25th.
 - **Applications must be complete with required documents attached to the application.**
- **Written Test Due:** October 2nd at 11:59pm
- **Interviews:** October 8th - October 9th
- **Tentative Start Date:** November 3rd

Candidates meeting minimum qualifications who have submitted a complete application will receive an Application Information Packet outlining how to sign up for testing.

NOTE: If you have applied for Firefighter/Paramedic, only that application is required. This application is for those not working on and without Firefighter I/II certifications.

ESSENTIAL FUNCTIONS & SUCCESS FACTORS

ESSENTIAL FUNCTIONS:

(Order of Essential Functions does not indicate importance of functions.)

- Responds to fire, EMS, and other emergency and non-emergency incidents as needed or directed and performs within the directives, policies, SOP's, and protocols of the department.
- Provides appropriate advanced life support to patients on the scene as well as during transport in addition to completing required documentation; all to department expectations.
- Assists with fire inspections as directed.

- Performs routine truck, equipment, and station maintenance as needed.
- Performs the basic functions of the fire suppression activities outside of the IDLH (immediately dangerous to life and health) atmosphere on the fireground.
- Maintains positive public image of the department through tours, visits, and other public education.
- Performs other duties or assumes other responsibilities as apparent or assigned.

SUCCESS FACTORS:

- Knowledge of appropriate training standards; knowledge of hazardous materials response; knowledge of emergency driving techniques.
- Take action in solving problems while exhibiting judgment and a systematic approach to decision making.
- Interact effectively, professionally, and tactfully with the general public, all participating agencies, and dispatch and law enforcement.
- Create and participate in a team environment.
- Display honesty, trustworthiness, dependability and respectfulness at all times.
- Interpret verbal and nonverbal behavior, to develop accurate understanding of other's needs, values, and opinions.
- React to a work environment that will change day to day requiring quick departure, and reorganization of one's schedule.
- Actively support all efforts to increase cooperation, communication, and collaboration between and among departments, full-time and part-time on-call fire fighters and the community.
- Demonstrate sound time-management skills by effectively or efficiently organizing, prioritizing, and completing multiple assignments in a timely manner.
- Operates with the safety of themselves, their co-workers, and the general public in mind at all times.

QUALIFICATIONS

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- High School diploma or GED. Associate's or Bachelor's degree preferred.
- Certifications within 6 months from date of hire:
 - Paramedic certification issued by the Iowa Department of Health and Human Services. Registered Nurse (RN) license with equivalent emergency medical experience may be substituted for Paramedic certification.
 - CPR, PALS (or equivalent), ACLS, (or equivalent)
 - FEMA IA-100, IS-200 (or IS-195), and IS-700
- Must possess a valid Driver's License and meet the requirements of the City's motor vehicle policy.
- Successful completion of the Central Iowa Fire & EMS Testing Consortium's written exam required. Proof of successful completion of the written exam is required and must be submitted by 10/2/25 at 11:59 PM.
- A separate EMS focused physical ability assessment will be offered to selected candidates later in the process.

ALL certifications MUST be attached to your application.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS

PHYSICAL REQUIREMENTS:

- Able to perform all essential functions of the position while wearing required protective equipment.
- Able to operate and use all assigned equipment and apparatus.
- Responsive to visual and verbal alarms and other indications of distress.
- Able to effectively communicate orally (in person and over the telephone) and in writing (using electronic devices and handwritten) in English with other employees and the community.

WORKING CONDITIONS:

- Position requires outdoor work where heat, cold, precipitation, and the results of weather and nature may be encountered.

- Will be exposed to darkness and poor lighting, fumes/odors, isolation, moving machinery, noise, visual strain, unprotected heights, wearing a respirator, working on uneven ground, mechanical hazards, biological hazards, medical hazards, electrical hazards, traffic hazards, possible explosion, and bodily injury.
- Position includes significant workplace pressure.
- Standard work hours must be flexible, will include days, evenings, over nights and weekends, may be greater than 40 hours per week, and may be called to report to duty at any time.
- To successfully fulfill the essential functions of this position, employee must maintain standard work hours within Waukee Public Safety building.
- There is no residency requirement for this position.