



Position Description

Emergency Medical Vehicle Operator

- Mission:** Mason County EMS exists to protect life and preserve health by delivering prompt, skilled, and compassionate care to residents and visitors of Mason County, West Virginia. In the most critical moments, our communities can count on us to respond with urgency, competence and heart.
- Vision:** Mason County EMS will be an agency defined by clinical excellence, unwavering reliability, and an enduring commitment to our neighbors.
- Values:**
- Compassion** – We treat every patient with empathy, respect, and dignity.
 - Integrity & Accountability** – We act honestly and ethically in all we do, taking full ownership of our decisions, outcomes, and responsibilities.
 - Clinical Excellence** – We commit to ongoing training and continuous improvement, affording each patient the highest standard of care.
 - Safety** – Through sound judgment, through preparation, and a Just Culture, we safeguard our patients, providers, and community.



Emergency Medical Vehicle Operator

Position Title:	Emergency Medical Vehicle Operator (EMVO)
Position Classification:	FT/PT
Location:	Ground Bases
Position Reports To:	Supervisor
Position Interfaces To:	HealthNet Aeromedical Services, Inc. Leadership Team
Position Overview:	The EMVO is primarily responsible for providing safe and compassionate transport of patients while they are in the care of Emergency Medical Technicians, Paramedics, and/or Nurses. The EMVO also will be a student in an approved EMT course and is expected to strive for and obtain a non-restricted EMT certificate in West Virginia.
Environmental and Mechanical Considerations:	The EMVO delivers transport services under the stresses of ground transport, in sometimes hazardous conditions, near moving mechanical parts and within high noise environments. Training and resources are available to mitigate risk as appropriate, but the responsibility to utilize those devices falls to the individual.
Minimum Required Educational Level:	High School Diploma Current enrollment in an approved Emergency Medical Technician course. The course may be one that is available to the general public, or one offered by HealthNet Aeromedical Services, Inc.
Required Experience:	None
Preferred Experience:	General knowledge of EMS operations.
Required Certifications and/or Registrations:	Drivers license in good standing and acceptable motor vehicle record history as described within the company's Driver Acceptability Standards.
Post-Hire Certifications and/or Registrations:	No later than 30 days after date of hire: • EMVO Certification. (CPR, Emergency Vehicle Operator Course presented by HealthNet Aeromedical Services, Inc., First Aid, HazMat Awareness, WVOEMS MCI Awareness and Operations) No later than 60 days after completion of approved Emergency Medical Technician course, • Active, Non-Restricted EMT certificate in West Virginia.
Physical Demands:	Ability to lift, push, pull and transfer patients of high weights with limited resources Ability to twist upper body while moving patients and/or equipment Ability to stand, walk, climb, balance, reach, stoop, bend and crouch for extended time periods Ability to adapt to rapidly changing and potentially extreme environmental conditions Ability to smell and identify odors Ability to use close, distant and peripheral vision, depth perception and visual focus Ability to clearly hear and interpret voice, and telephone communication



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Post-Hire/On-Going Personal Assessments:	Ground transport safety assessment Randomized annual motor vehicle operator check Randomized drug and alcohol testing Understanding of and response to market specific business challenges and successes
Position Specific Accountabilities:	Follows relevant safety regulations and state laws governing vehicle operation and ensure that passengers follow safety regulations. Tests vehicle equipment, such as lights, brakes, horns, or windshield wipers, to ensure proper operation and notifies team leader of vehicle problems. Assures that vehicles are in good working condition at all times, are properly maintained and stocked, and have all necessary equipment in good working order at all times. Cleans, organizes and restocks vehicles in a ready condition after each transport. Immediately acts on safety concerns and hazardous conditions and completes accident reports when necessary. Maintains accurate records of ambulance and other emergency equipment and other operation and administrative data as required to maintain the operational continuity of EMS and as directed by leaders. Communicates with dispatchers and team leader to exchange information and receive requests for patient service. Promptly responds to instructions from a dispatcher and drives and operates specially equipped emergency vehicles to specified locations in a safe and controlled manner, accordance with federal, state, and local laws, regulations and standards. Willingness to work beyond the end of scheduled shift, on unscheduled days and at any base location as required allowing for service availability. Maintains currency of all required licenses, certifications and continuing education programs. Effectively liaison with peers and other professionals to ensure quality delivery of care and operations. Assist other emergency personnel as required. Follows standards developed by appropriate government bodies. Perform other duties assigned and with the incumbent's skill set.
Performance Evaluation Schedule:	Annually, based on job family
Initial Approval/Date:	CB 09/2026
Review/Revise Dates:	JW 09/2026