



**Levittown-Fairless Hills Rescue Squad**  
**7405 New Falls Road**  
**Levittown, Pa. 19055**  
**Phone: (215) 547-2822**  
**Fax: (215) 946-6645**  
**www.lfhhs.com**

## **JOB ANNOUNCEMENT**

### **CHIEF OF OPERATIONS**

The Levittown-Fairless Hills Rescue Squad (LFHRS) is seeking a Chief of Operations. LFHRS is a combination career / volunteer organization serving an urban/suburban area from stations in Bristol and Falls Townships. In 2010, LFHRS responded to 6,381 emergency incidents. We are seeking a progressive EMS professional with a strong customer service orientation to lead our organization. Minimum qualifications include;

- Current certification as a Pennsylvania Paramedic with / eligible for Bucks County medical command.
- At least 10 years of EMS experience in a busy 9-1-1 system.
- At least 5 years of progressive supervisory experience as an EMS officer, within a combination career/volunteer EMS organization of similar or greater size than LFHRS. Command experience in the Fire Service or management experience in another industry may be considered in lieu of the requirement for 5 years of experience as an EMS officer.
- Completion of an EMS Incident Command course.
- Completion of NIMS 100, 200, 700, 800. Must complete NIMS 300, 400 within one year of hire.
- Current ACLS, PALS/PEPP, PHTLS/BTLS, CPR certifications
- Ability to work full-time hours, primarily daytime, for LFHRS, splitting time between managing office duties and responding to calls as a supervisor and/or as a member of an ALS crew.
- Excellent public speaking abilities.
- A customer service approach to EMS management.
- A college degree is not required, but highly preferred.

The duties of the Chief may include, but are not limited to: overseeing the daily EMS operations of LFHRS and responsibility for coordinating scene operations as the EMS incident commander; Scheduling of staff, and responsibility for the direction of the deputy/assistant chiefs; Overseeing the QA process, ordering of disposable medical supplies, vehicle maintenance, and upkeep of the stations; Coordinating the hiring and orientation of new employees and volunteers and working closely with the training officer to develop training programs on EMS and other pertinent topics. The chief has authority over all subordinate personnel and conducts investigations and makes decisions on disciplinary matters, when required. The Chief reports directly to the Executive Director on all matters.

Salary commensurate with experience. LFHRS ensures non-discrimination in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. EOE.

To make application, please submit a cover letter and a resume via mail to the attention of the Executive Director at the address above. No phone calls regarding this position will be accepted. **Deadline for receipt of application materials is the close of business on Friday April 8, 2011.**