



**Human Resources**  
**P.O. Box 400**  
**Okmulgee, OK 74447**

**POSITION:** EMT Basic-MCN Medical Center (3 Positions)  
**VACANCY ANNOUNCEMENT:** CN-19-21

**STARTING SALARY:** Negotiable  
**CLOSING DATE:** Open Until Filled

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The Muscogee (Creek) Nation Department of Health (MCNDH) provides comprehensive health care services to Native Americans living within the Muscogee (Creek) Nation. MCNDH is an integrated system of six health centers, an Express Care Clinic, two hospitals, a physical rehabilitation center and nine comprehensive community health programs Offering services across the lifespan including pediatrics, family medicine, nursing, dental, laboratory, radiology, pharmacy, behavioral health, emergency medical, audiology, nutrition, physical therapy and optometry.

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**DESCRIPTION OF ASSIGNMENT:** The purpose of this position is to provide Emergency Medical Services to patients and transport sick or injured persons to medical facilities, working as a member of an emergency medical team. The position shall service all of the Muscogee (Creek) Nation Department of Health as needed.

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**REQUIREMENTS:** Candidates must meet the following requirements:

Completion of courses/training to satisfy the State and/or National Licensure requirements for a Basic EMT. One (1) year related experience is preferred. Incumbent must possess current State and/or National licensure/certifications required for a Basic EMT and have completed Training in Basic Life Support.

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**EVALUATION METHODS:** Applicants who meet the requirements described above will be evaluated to determine the extent to which they possess or have the potential to acquire knowledge, skills, abilities and personal characteristics, (KSAP's) required of this position. Applicants should address the following KSAP's on a separate attachment to their application.

1. Knowledge of State and National Emergency Medical Technician operations and resources.
2. Knowledge of specific techniques and instruments and the ability to recognize factors which could directly affect results.
3. Ability to communicate courteously and effectively with Hospital staff as well as the public, both orally and in writing.
4. Skill and ability to work as a member of an emergency medical team.
5. Ability to maintain a confident, professional demeanor.
6. Ability to maintain strict confidentiality.

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**APPLICATION PROCEDURES:** Apply online at [www.creekhealth.org](http://www.creekhealth.org). (Current employees must use a transfer request form available on the intranet home page under forms). The KSAP's as outlined in the Evaluation Methods section should be addressed, but are not required. For further information call Jeremy Smith at (918) 732-7828. The Department of Health is an Equal Opportunity Employer; however, Indian Preference will be applied in the case of equally qualified applicants.

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Staffing Coordinator

Date