



**Your Life. Our Mission.**

New England Life Flight, Inc.  
Job Description

**Critical Care Transport Emergency Medical Technician (Driver)**

**I. PRIMARY PURPOSE**

Under the direction of the Operations Managers, provide comprehensive safe effective medical care to patients transported by Boston MedFlight (BMF).

**II. ESSENTIAL DUTIES**

- A. Provide comprehensive, effective, safe care to any patient transported by BMF.
- B. Responsible for safe driving Boston MedFlight's Ground Critical Care Transport vehicle.
- C. Attend required staff and educational meetings.
- D. Maintain certifications as mandated by the Mass DPH and BMF.
- E. Complete required documentation (written and electronic) per BMF policy.
- F. Maintains positive communication (written and spoken), effectively while interfacing with fellow employees, consortium hospitals and the community at large.
- G. Uphold and adhere to BMF policies and procedures.
- H. Uphold safety standards as set by BMF.
- I. Maintain clinical skill proficiency and knowledge base.
- J. Maintain a clean operational environment.
- K. Retrieve, stock, clean and return medical equipment.
- L. Report to remote location(s) for duty
- M. Complete daily vehicle operation inspection and report discrepancies to BMF Program Manager and AA maintenance.
- N. Maintains positive communication (written and spoken), effectively while interfacing with fellow employees, patients, referring hospitals, and the community at large.

**III. POTENTIAL DUTIES**

- A. Data entry and clerical assistance.
- B. Public education and marketing.
- C. Unrestricted travel.
- D. Duties as assigned

**IV. MINIMUM QUALIFICATIONS**

- A. EMT in Massachusetts with a minimum of three years experience.
- B. BLS certified. Epi-pen, AED, aspirin certified
- C. Valid and current driver's license and authorization to work in the U.S. required.
- D. Must be able to work rotating shifts including nights and holidays.
- E. Must be able to read, speak, write and comprehend the English language without restriction.
- F. Must provide current copy of RMV driving record for administrative review prior to being hired and, if hired, annually upon annual review.



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**V. PHYSICAL REQUIREMENTS**

- A. Physical exam required. (Boston Medical Center, Department of Occupational Health).
- B. Must possess and maintain physical condition which allows running, climbing and carrying of medical equipment and lifting of patients
- C. Able to stand erect from a squatting position while lifting 175 pounds between 2 people – agility testing will be monitored annually.
- D. Able to work in adverse or extreme weather conditions (i.e.: heat and humidity of summer, extreme cold or snow conditions of winter in New England).
- E. Pass random drug screen as required.
- F. Ability to pass annual physical examinations and Fit-For-Duty Test.
- G. Free of physical ailment which may impair consciousness or cognitive ability.
- H. Must be able to work 12 hour shifts, which rotate to include day, night and weekend coverage.

**VI. NOTES**

- FBI and Massachusetts CORI background checks will be performed prior to employment. CORI check will be repeated annually.
- All BMF employees are subject to random drug screens.

**How to Apply:**

Please visit our career center by clicking [here](#) to submit an application and résumé.

Or mail to:

Human Resource Manager  
Boston MedFlight  
Robins Street, Hangar 1727  
Hanscom Air Force Base  
Bedford, MA 01730

Please also provide 3 letters of recommendation as well as copies of your certification and licenses. Letters of recommendation should be sent directly to the Human Resource Manager at the address above or to [HR\\_Dept@bostonmedflight.org](mailto:HR_Dept@bostonmedflight.org).

**For More Information**

Please visit our website to get more information about current job opportunities and our program.

[www.bostonmedflight.org](http://www.bostonmedflight.org)

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