



**British Columbia
Ambulance Service**

Employment Bulletin

EB #	11:177
Position	Emergency Medical Dispatcher (EMD)
Status	Full Time Irregular
Type	CUPE
Location	Kamloops, Victoria, and Vancouver
No. of Positions	3 (Clause 13.01 (h) will be applied to fill subsequent vacancies.)
Salary Range	Externals: From \$17.17 for new hires up to \$25.39 upon completion of training. Internal is in accordance with the Collective Agreement.
Web Site	www.bcas.ca/EN/main/careers/dispatch-careers.html

There are currently opportunities for EMD's in our three Dispatch Centers located in Kamloops, Victoria, and Vancouver.

BC Ambulance is the largest provider of emergency ambulance response within the Province of British Columbia. A critical component of the BC Ambulance mandate is to operate an emergency communications centre. On a 24 x 7 basis, this centre offers the public immediate access to emergency services through 911 calls and provides, 2-way information sharing with our paramedic resources.

If you like a fast paced, challenging work environment this career may be of interest to you. An ideal EMD will have the ability to:

- Approach problems and decisions methodically
- Demonstrate the use of sound judgment when making decisions
- Adapt quickly in a dynamic environment
- Prioritize multiple competing tasks
- Support organizational goals and objectives, policies and procedures
- Readily assume a leadership role
- Foster a team atmosphere in the workplace
- Communicate and actively build relationships with other team members
- Customer service focus

Interested applicants will be considered in the following order:

1. Full Time Qualified Dispatcher by Seniority
2. Part Time Qualified Dispatcher by Date of Hire

If the vacancy is not filled by a qualified Dispatcher, Article 13.04 (a) and (c) may be applied and the remaining applicants, including qualified Call-Takers, will be considered in the following rank order:

3. Full Time staff
4. Part Time staff
5. External applicants

Licenses and Certificates required prior to interview:

- A valid Cardiopulmonary resuscitation-certificate (CPR-C)
- A valid Occupational First Aid-3 (OFA-3) certificate
- **Internal Applicants** successful in the selection process must provide an audiogram showing hearing ability within normal range (with or without hearing aid[s]) before the training commences.
- Preference will be given to applicants who have formal training in emergency communications.
- Other qualifications required can be found on the web site provided above.

Additional Information:

- Information about the Dispatch Selection process can be found on the BCAS web site at: <http://www.bcas.ca/EN/main/careers/dispatch-careers.html>
- Internal Qualified applicants are those applicants who have completed probation.
- Keyboarding proficiency required 40 wpm
- The timeline for the selection process is (these days are subject to minor change):

Complete Assessment	January 4, 2012
Schedule Interviews	December 28 to January 7, 2012
Conduct Interviews	January 7 to January 19
Release Pre-Read Material	January 24, 2012
Training Begins	February 21

- Applicants will be tested as applications are received. Testing will be held in accordance with the following schedule and you will be contacted to confirm your testing date and location:

	Victoria	Vancouver	Kamloops
Dec 19	9:00 am or 1:30 pm		
Dec 20			9 a.m. or 1:30 pm
Dec 21		9 a.m. or 1:30 pm	
Dec 22			9:00 am or 1:30 pm
Dec 23		9:00 am or 1:30 pm	
Dec 28	9:00 am or 1:30 pm		
Dec 29		9:00 am or 1:30 pm	
Jan 3	9:00 am only		1:30 p.m. only

Additional testing days will be confirmed as required.

- Applicants successful in the selection process will be moved to Irregularly Scheduled EMD training positions at the commencement of training. Upon successful completion of the training, which will take approximately up to four months to complete, employees will commence probation and be assigned to EMD positions.

To be considered for this opportunity, submit your resume in confidence to:

Vancouver Island Human Resources Office
BC Ambulance Service
3300 Douglas Street, Victoria BC V8W 9P1
Fax: 250-952-5970

Closing date: December 23, 2011

Internal applicants please submit an Internal Application for Lateral Transfer (HLTH 2483) form to apply.

ALL APPLICATIONS MUST BE RECEIVED NO LATER THAN THE CLOSING DATE OF THIS POSTING.

BCAS thanks all applicants for their interest; however, only individuals selected for an interview will be contacted. Communication with applicants throughout the process will be done by email (internal EHSC account).