

Mitchell Matuszeski

Beaver Dam, WI

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920-296-9117

Work Experience

Paramedic (Part-Time)

Ripon Guardian EMS - Ripon, WI

January 2019 to Present

- Respond to 911 calls for service
- Inter-facility transports
- Monthly in-service training with Medical Director, and case review
- Housekeeping

Paramedic (Part-Time)

Theresa Emergency Medical Service - Theresa, WI

August 2015 to Present

- Part Time
- Function as an AEMT, per service license level.
- Respond to 911 call for service within the ambulance district.
- Training and meetings as necessary.
- General housekeeping and station chores.

Paramedic, Paramedic Captain (Casual)

Divine Savior Healthcare EMS - Portage, WI

September 2014 to Present

- Full Time
- Supervisory duties to include assigning crew configuration, coordinating transfers, incident command.
- Respond to 911 calls for service in our EMS district.
- ALS Intercepts with outlying BLS services.
- Interfacility transfers from our ED to higher levels of care.
- Assist in the Emergency Department under the direction of RN. Examples of duties include; medication administration, IV's, EKG's, intubation, and other duties as requested by RN or MD.
- Monthly training and bi-monthly department meetings.
- Comprehensive report writing.
- General station duties, to include housekeeping, cleaning of ambulances, etc.
- I am responsible for maintaining our training records for bi-annual refresher.

Transportation Coordinator

Dodge County Human Services & Health Department - Juneau, WI

April 2018 to January 2019

- Supervise 16 volunteer drivers and six part time paid van drivers.
- Coordinate daily operations of Transportation Department.

- Screen riders for eligibility.
- Manage a fleet of nine wheelchair accessible vans.
- Schedule and route rides.
- Use RouteMatch software to schedule rides and keep records of van maintenance
- Provide training opportunities and continuing education for w/c van drivers.
- Assist with Dodge County Nutrition Program when time permits.

Paramedic/Firefighter

City of Beaver Dam Fire Department - Beaver Dam, WI
July 2011 to September 2016

- Part time/Paid on call
- Inter-facility transfers, mainly from hospital to hospital.
- Comprehensive reports on patient conditions and changes in those conditions.
- Able to use all equipment required to care for patients at the Advanced Life Support level.
- Attend monthly training (fire and EMS), as well as monthly business meeting.
- Respond to fire/rescue calls for service in our fire jurisdiction and mutual aid requests.

Paramedic

City of Sun Prairie EMS - Sun Prairie, WI
November 2013 to January 2015

- Part time
- Respond to 911 calls for service in our EMS district.
- ALS Intercepts with outlying BLS services.
- Monthly training and bi-monthly department training with MD.
- Comprehensive report writing.
- General station duties, to include housekeeping, cleaning of ambulances, etc.

Emergency Room Technician

Beaver Dam Community Hospitals, Inc. - Beaver Dam, WI
October 2012 to January 2015

- Perform technical functions in the Emergency Room, including EKG's, IV's, blood specimen collections, urine specimen collections, Foley catheter placement, splinting, vital signs, point of care tests, other miscellaneous tasks as assigned by RN.
- Perform clerical duties to include, admissions, transfers, contact with law enforcement, filing of patient records
- Housekeeping tasks to included sanitation of patient rooms, stocking of vital supplies, other miscellaneous tasks as assigned by RN.

Paramedic

Gold Cross Ambulance - Menasha, WI
February 2012 to October 2013

- Full Time, then part time
- Respond to 911 calls for service in the Cities of Appleton, Neenah, Menasha, and surrounding areas.
- Function as a paramedic on an ALS ambulance.
- Comprehensive report writing, including billing and insurance.
- Station duties as necessary. Inventory, stocking, cleaning, and other general housekeeping.
- Monthly training and daily professional development.

EMT-Basic, Firefighter

City of Juneau EMS and Fire - Juneau, WI
December 2002 to March 2012

- Part time/on call
- Respond to emergency calls in the city and surrounding villages
- Attend and participate in required monthly meetings and training
- Volunteer time for community awareness and CPR training
- Participate in continuing education requirements to keep license current
- Ensure equipment is safe and functioning
- Supervise other crew members when crew leader
- Complete necessary documentation using computer programs

Phlebotomist I

American Red Cross - Madison, WI
August 2011 to February 2012

- Evaluate blood donor eligibility
- Ensure donor safety by strict adherence to safety and security policies
- Perform venipuncture to obtain donor specimen
- Document donation and any related reactions
- Set up and tear down of blood drive, housekeeping as needed

Asset Protection Associate

Walmart Logistics - Beaver Dam, WI
November 2006 to August 2010

- Full time
- Ensure Associate safety and security
- Investigate theft, power equipment accidents, and safety violations, and prepare written reports
- Perform QC on fire alarm and fire suppression systems monthly
- Training of new warehouse Associates on all types of forklifts and power equipment
- I was the lead instructor for the SIRT (Serious Incident Response Team)
- Track safe hours worked and lost time incidents per OSHA requirements
- Post accident paperwork and drug screenings

Education

Technical Diploma in Paramedic

Moraine Park Technical College - West Bend, WI
August 2010 to May 2011

Law Enforcement

Madison Area Technical College - Madison, WI
August 2004 to May 2006

Technical Certificate in EMT-Basic

Madison Area Technical College - Waterloo, WI
December 2004 to May 2005

Occupational Safety

University of Wisconsin Whitewater - Whitewater, WI
August 2003 to May 2004

Skills

- Microsoft Office-Word, Excel, PowerPoint (10+ years)
- Forklift Operator (5 years)
- Phlebotomy (7 years)
- Venipuncture (7 years)
- EKG (10+ years)
- Ultrasound IV placement (4 years)
- Imagetrend reporting software (10+ years)
- Supervisor (3 years)
- Medication Administration (10+ years)
- Emergency vehicle operation (10+ years)
- Property Management (9 years)
- General Office Skills (10+ years)
- Hand Tools (10+ years)
- Power Tools (10+ years)
- Customer Service (10+ years)
- Acls
- BLS
- Transportation (1 year)
- Logistics
- Client Service
- Dispatch
- Customer Service Rep
- Fleet Management (1 year)
- RouteMatch Transportation software (1 year)
- Mechanically inclined
- Broad general mechanical knowledge
- Data Entry
- Scheduling

Awards

Life Saving Award

June 2014

Certifications and Licenses

ACLS (Advanced Cardiac Life Support)

Present

PALS (Pediatric Advanced Life Support)

Present

Paramedic

July 2018 to June 2020

License number 7013097

CPR BLS (American Heart Association)

Present

Firefighter I

Present

Firefighter II

Present