1. Enhanced productivity by guaranteeing timely emergency response with no service delivery issues.
2. Tracked stolen articles into National Crime Information Center and monitored government-regulated alarms, including doors, motion sensors and duress tracers.
3. Improved project completion time by incorporating [Type] policies.
4. Automated document flow by ensuring logbooks and fire, accident and emergency reports were maintained with 100% accuracy.
5. Optimized productivity to improve on-time emergency response and life support.
6. Reduced risks and emergency response issues by observing public safety field units.
7. Received public emergency and non-emergency calls and supervised response prioritization in order to effectively dispatch official units such as police, fire and EMS while tracking data in real-time environments.
8. Scanned suspects with NCIS per police requests to determine criminal and driver history, vehicle registration information and license status.
9. Handled approximately [Number] cases daily, providing information and treatment recommendations to public, hospital staff and US military for cases such as accidental or intentional overdoses, chemical exposures, animal bites and battery ingestions.
10. Created electronic medical records for all cases, performing routine chart audits and reviewing [Number]+ charts annually.
11. Increased timely treatment protocols by leveraging current response and quality assurance requirements.
12. Identified cases requiring additional resources and interventions, reaching out to [Job title]s to determine best next steps.
13. Eliminated risks and emergency response delays by efficiently monitoring public safety field units.
14. Cultivated client rapport by interfacing with callers to aid with medical emergencies.
15. Aided senior leadership by collecting research for executive decision-making support.
16. Relayed latest information to first responders via electronic means, telephone calls and radio responses.
17. Read system maps and caller information, and documented all details in system.
18. Routed calls to police, fire and ambulance service to meet individual call needs.
19. Answered calls from automatic routing system and took basic information from callers.
20. Completed appropriate forms and radio announcements for police department needs such as BOLO requests.