



# UNIFIED FIRE AUTHORITY

## MEMORANDUM

25-143

August 14, 2025

TO: All Personnel

FROM: Division Chief Ayres

SUBJECT: Controlled Substance Delivery Team Opening

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The EMS Division is offering a unique opportunity for one Paramedic to join our controlled substance delivery team.

The delivery work is in addition to your normal schedule. There will be no department business allowed for this assignment. Only full-time Paramedics will be considered, and any hours worked will be compensated in accordance with UFA Policy [900-360 Overtime and Compensatory Time](#).

A delivery shift is 8-10 hours over the course of a day, which counts in your “mandatory bucket.” Delivery teams will be expected to work at least one day a month, typically during the last week of each month. The EMS Division is asking for a minimum of a 1-year commitment to be considered for the team.

This assignment places a high emphasis on attention to detail. Previous performance with the current CheckIt system and your current shift and scheduling availability will be key factors in our evaluation of candidates.

To be considered for this opportunity, please complete an application using the following link:

<https://unifiedfire.applicantpro.com/internaljobs>

In the application, please briefly describe why you are interested in the assignment and what you will bring to the EMS Division team. Applications will close on Sunday, August 31, 2025.

Please direct any questions to Brooke Burton via e-mail or at 801-661-8211.