



JOB OPPORTUNITY: **Firefighter/EMT-Basic/Paramedic (Part-Time)**

DEPARTMENT: Fire Department

POSITION DESCRIPTION: Under the direction of Fire Captain, perform all functions associated with fire suppression, EMS, fire prevention, and station/equipment maintenance activities.

SALARY RANGE: Hourly rate range is \$15.02 - \$18.09 per hour dependent on qualifications.

QUALIFICATIONS: Must possess and provide copies of the following required current certifications: (1) Firefighter Level I or Level II – State of Ohio, (2) EMT-Basic or Paramedic – State of Ohio, (3) NIMS ICS-100 and IS-700 training certificates, (4) Healthcare Provider CPR. Current Montgomery County, Ohio standing orders will be required within 30 days of hire date. Applicant must be a high school graduate or equivalent.

Candidate must demonstrate the ability to legally and safely drive and operate all fire department and EMS vehicles. Must possess and maintain a valid Ohio driver's license and remain insurable under the City of West Carrollton's vehicle insurance plan.

TO APPLY: Apply in person between 9 a.m. to 4 p.m. at the West Carrollton Civic Center, 300 E. Central Ave., West Carrollton, OH 45449 or download and complete all required materials online at www.westcarrollton.org and return in person or by mail.

Completed application materials must include all requested certifications and documentation. Please remit application and completed materials to Beth Daigle, Fire Department secretary, at the West Carrollton Civic Center.

INCOMPLETE APPLICATION SUBMITTALS WILL NOT BE CALLED OR CONSIDERED.

APPOINTMENT PROCEDURE: Selection process includes: a review of application, and may include a written test, a physical ability test, oral board, drug screening, and medical examination. Candidate will be required to successfully complete a background and driver's license check. Appointment procedure will be based on the number of qualified candidates. Positions are opened until filled.

The City of West Carrollton is an EOE and encourages female and minority candidates to apply.



City of West Carrollton DIVISION OF FIRE



Application Information Sheet

Personal Information

Name: _____ Date: _____
 (Last) (First) (Middle Int.)

Address: _____
 (Street) (City) (Zip)

Phone: (day) _____ (evening) _____

Social Security #: _____ Driver's License: _____ State: _____

Are you at least 18 years of age: Yes No Email: _____

Employment Information

Present employer: _____ Address: _____

Present supervisor: _____ Business phone: _____

Length of employment: _____ Job performed: _____

Other jobs or hobbies: _____

Fire Department Experience

Years experience: _____ Department name: _____

Check all applicable:

- Firefighter I
- Fire Inspector
- EMT-B _____(exp.)
- Firefighter II
- Driver
- EMT-I _____(exp.)
- Pump Operator
- EMT-P _____(exp.)

For Department Use Only:

Test Information	Date Administered	Score/Pass/Fail	Remarks
Written Exam			
Agility Test			
Interview			
Police background check			



City of West Carrollton

300 E Central Ave., West Carrollton, OH 45449
 Phone: (937) 859-5181 FAX: (937) 859-3366

Date of Application ____/____/____

Employment Application

APPLICANTS MUST COMPLETE THE ENTIRE EMPLOYMENT APPLICATION FORM, EVEN IF A RESUME IS ATTACHED
(please use blue or black ink only)

TITLE OF POSITION FOR WHICH YOU ARE APPLYING: _____

NAME _____

Last _____ First _____ Middle _____

ADDRESS _____ Home Phone: () _____

_____ Cell Phone: () _____

_____ Work Phone: () _____

City _____ State _____ Zip Code _____

E-mail address: _____

Driver's License # _____ State of Issue: _____

If you are under 18 years of age, can you furnish a work permit? _____ YES _____ NO

Have you been employed here before? _____ YES _____ NO

Are you legally eligible for employment in this country? _____ YES _____ NO

Date available for work: _____

Type of employment desired full-time part-time temporary seasonal
 educational co-op internship

Will you submit to any pre-employment testing designed to determine whether you are able to perform the essential functions of the job for which you are applying? _____ YES _____ NO

EDUCATION

High School Name _____ Location _____ Circle grade completed: 1 2 3 4 5 6 7 8 9 10 11 12	Did you graduate? Yes _____ No _____	If you did not graduate, do you have a G.E.D. Certificate? Yes _____ No _____
College or University Name _____ Location _____ Years Completed: 1 2 3 4 5 Degree _____ Major _____ Minor _____	Did you graduate? Yes _____ No _____	If no degree, list number of units completed. Semester Units _____ Quarter Units _____

Post Graduate School/Other Name _____ Location _____ Course _____ Degree _____	Did you graduate? Yes _____ No _____	
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Based upon your education and experience, please describe the skills, knowledge, and abilities which qualify you for this position:

EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT HISTORY (Most Recent First)

1. Title of position: _____

Immediate Supervisor & Title: _____

May we contact: _____ YES _____ NO

Dates of employment (use month and year) _____

Annual Salary: _____

Name, Address and Phone Number of Employer: _____

Describe duties of position: _____

Reason for leaving: _____

Hours Worked – FT/PT/Shift _____

2. Title of position: _____

Immediate Supervisor & Title: _____

May we contact: _____ YES _____ NO

Dates of employment (use month and year) _____

Annual Salary: _____

Name, Address and Phone Number of Employer: _____

Describe duties of position: _____

Reason for leaving: _____

Hours Worked – FT/PT/Shift _____

3. Title of position: _____

Immediate Supervisor & Title: _____

May we contact: _____ YES _____ NO

Dates of employment (use month and year) _____

Annual Salary: _____

Name, Address and Phone Number of Employer: _____

Describe duties of position: _____

Reason for leaving: _____

Hours Worked – FT/PT/Shift _____

Are you now employed? _____ Yes _____ No _____ Full-time _____ Part-time

Were you discharged or asked to resign from any position that you held? _____ Yes _____ No

If yes, state circumstances: _____

The City of West Carrollton tests its employees for drug use. Will you voluntarily submit yourself for drug testing when requested?
_____ Yes _____ No

Do you have any relatives employed by the City of West Carrollton? If so, what is the relationship, their name, and the department which they are presently employed?
_____ Yes _____ No

EQUAL OPPORTUNITY EMPLOYER

Our city government accepts for employment and promotes its employees without regard to race, color, religion, sex, age, marital status, national origin, ancestry, physical or mental handicap unrelated to ability of an individual, or an unfavorable discharge from military service, and bases appointments and promotions on merit, experience, and other qualifications applied fairly to all applicants and in accord with state and federal law.

I certify that the information contained in this application is true to the best of my knowledge and belief. I understand that any misrepresentation of fact, as stated or implied, on this or any other employment form, will be sufficient reason not to hire me and will be cause for my dismissal.

I understand the City is in no way obligated to provide employment and that I am in no way obligated to accept employment. This application does not bind either party for a specific period of time regarding employment and the statements herein do not constitute any sort of contract of employment.

I understand that an investigative consumer report may be made concerning my character, general reputation, personal characteristics, and mode of living. Upon written request within a reasonable period of time, I can obtain from the City a written disclosure of the nature and scope of the investigation requested.

I hereby authorize those parties to whom this document, (or a reproduction of this document) is presented to make full disclosure of any and all records, reports, and related documents or information that would reflect favorably or unfavorably upon my application for a position with the City of West Carrollton. In addition, I authorize those parties to conduct a credit check, drug and alcohol testing, polygraph, pre-employment physical, and psychological examination. I further release from liability any person or persons, office, or institution so providing aforementioned information in connection with the pre-employment investigation. I also specifically waive any right I may have to written notice from my former employer, references or schools prior to the release of any of my employment information to the City.

I understand that if I am selected to continue in the hiring process my Social Security number must be provided.

Signature of Applicant

Date

Do not write below this line. For Personnel use only.

Applicant: _____ Rejected _____ Accepted Test Score _____ Interview Score _____ Total _____

Reason for rejection: _____

Job Offered _____ Yes _____ No

CITY OF WEST CARROLLTON, OHIO

EQUAL EMPLOYMENT OPPORTUNITY STATISTICAL SUPPLEMENT

Applicants for employment are requested, but not required, to provide the following supplementary data. Availability of this data assists in the maintenance of an Equal Employment Opportunity Program. Please

DO NOT place your name on this form.

THIS FORM IS VOLUNTARY AND DOES NOT AFFECT YOUR EMPLOYMENT STATUS.

<p>1. Position: _____</p> <p>Full-time _____ Part-time _____</p> <p>Seasonal _____</p>	<p>2. Date of Application:</p> <p>_____/_____/____</p> <p>month day year</p>
<p>3. Race or Ethnic Origin:</p> <p>White _____ Black _____ Hispanic _____</p> <p>Asian _____ American Indian _____</p> <p>Other _____</p>	<p>4. Sex:</p> <p>M _____ F _____</p>

PLEASE RETURN TO:

City of West Carrollton
Human Resources Department
300 E. Central Avenue
West Carrollton OH 45449



WEST CARROLLTON FIRE DEPARTMENT



Physical Ability Test for Fire Division Candidates

Name: _____

Date: _____

1. All events will be read individually to each candidate before starting that particular event.
2. The events will be demonstrated by the test administer or his assistant prior to the candidates attempt if the candidate so desires.
3. All events must be completed within the given time frame.
4. All events of the physical ability test must be passed by the candidate to be considered for employment by the West Carrollton Fire Department.
5. If an event is failed, the candidate will be disqualified.
6. Candidate shall have no more than 5 minutes between each station.

1. <input type="checkbox"/> pass <input type="checkbox"/> fail	Candidate must be able to walk on Stairmaster for 3 minutes and 20 seconds while wearing a 75 lb. weighted vest. This is done at a pace of 60 steps per minute. This must be done without grasping and holding the safety railing for an extended time. The railing may be used to restore balance shall the candidate need to do so. The event, once started, must be completed without dismounting the Stairmaster during the test.
2. <input type="checkbox"/> pass <input type="checkbox"/> fail	Candidate must be able to raise and lower 50' of 2 ½" hose, hand over hand, with no jumping. While lowering the hose, the candidate shall control the rope so the hose does not fall while it is descending. The event, once started, will be completed without stopping.

3. <input type="checkbox"/> pass <input type="checkbox"/> fail	Candidate must be able to raise an 18' straight ladder which will be lying on the ground against a building and place the ladder in an upright position. The candidate, after raising the ladder, will lower the ladder to its former position. The event, once started, will be completed without stopping.
4. <input type="checkbox"/> pass <input type="checkbox"/> fail	Candidate must be able to move the metal block on the Keiser Machine from end of the track to the other. The applicant will use the plastic sledge hammer to strike the metal block. The event, once started, will be completed without stopping.
5. <input type="checkbox"/> pass <input type="checkbox"/> fail	The candidate, must be able to drag a mannequin weighing 145 lb. 80'. The drag, once started, will be continuous without stopping.
6. <input type="checkbox"/> pass <input type="checkbox"/> fail	Candidate must follow a hose line with the face piece covered. The candidate must follow hose line path and successfully find their way out. The course, once started, will be completed without stopping.
7. <input type="checkbox"/> pass <input type="checkbox"/> fail	Candidate must be able to safely lift, and carry a high rise hose pack and circular saw. Candidate will carry both items a distance of 80' without stopping or lowering either item to the ground. When the candidate has completed the 80' walk he/she must lower each item safely to the ground. The event, once started, will be completed without stopping.

Note: This test promotes the strength needed which the candidate will use while engaged in fire or rescue work. Test also promotes flexibility and endurance. Test results will be kept in applicant's file.