



# CITY OF DEFIANCE

## FIRE AND RESCUE DIVISION

### Part-Time Job Description and Hiring Procedure

The City of Defiance is accepting applications for part-time firefighters. This is an informational sheet to answer frequently asked questions. The informational sheet however does not represent an employment agreement between the City of Defiance and any applicant for a job position nor does it guarantee you a position as a part-time firefighter.

#### Essential Functions and Responsibilities

1. Respond to and assist Fire Personnel in providing fire and rescue services.
2. Ventilate burning buildings, rescue and remove individuals from fire or other dangerous situations and administer medical care as needed.
3. Lay and connect hose, maneuver nozzles and direct water streams. Raise and climb ladders and use fire extinguishers, lines, and other equipment utilized in fire and rescue services.
4. Drive and operate equipment that is outlined by the Fire Chief. Clean and service all fire and rescue equipment upon return from incident, training, or daily maintenance.
5. Work hours are 07:00 – 19:00, up to 24 hours per week.
6. Provide housekeeping and maintenance work in the fire station.
7. Participate in public education and other special events regarding Fire Department activities.
8. Perform other tasks as directed.

#### Knowledge and Skills

##### Required Qualifications

- Must be 18 years of age.
- High School graduate or equivalent. (Diploma copy must be provided)
- Possession of a valid State of Ohio motor vehicle operator's license. (Copy must be provided)
- Current Firefighter Level 1 & EMT-B State of Ohio Certification. (Copies of certifications must be provided)
- Ability to learn and abide by standard operating procedures, rules and regulations.
- Ability to understand and follow oral and written instructions, and make timely sound decisions.
- Ability to identify problems, recognize symptoms, causes and alternative solutions.
- Good communication and interpersonal skills to deal effectively with peers, subordinates, superiors, and the public at large.
- Ability to use tact and discretion and maintain confidentiality.

- Ability to function efficiently and effectively at emergency incidents under potentially stressful conditions.
- Successfully pass a physical agility test and base line physical including drug and alcohol screening.

## Hiring Procedure

The candidate shall possess the proper qualification as outlined, pass a background check, physical, physical agility test and sit through a comprehensive interview. Listed below are the steps that will need to be completed to be considered for the position of Part-Time Firefighter. Failure to complete/pass any of the sections will result in removal from the process. Completion of the steps below does not guarantee employment.

### Steps

1. Submit to the Fire Division a **completed** application and any required documentation as well as a signed waiver form for the physical agility test and authorization to complete a background check.
2. Sit for a panel interview with Fire Division Officers.
3. Complete and pass the physical agility test that has been adopted by the Fire Division.
4. Complete a base line physical to include drug and alcohol screening.

## Work Details

1. Work hours are 07:00 – 19:00, up to 24 hours per week.
2. Shifts will be scheduled one month in advance.
3. Minimum monthly training of at least four hours. This may vary by month as determined by the Fire Training Officer.
4. The Captain will approve the days and times you are scheduled to work or train.
5. You may be toned out or recalled for calls when off shift.
6. It is important that you report for each shift for which you sign up, and provide two working phone numbers.
7. Part-time pay: According to Ordinance No. 8343, *"Part-time Fire Fighter hourly pay shall be one dollar (\$1.00) below the contracted rate for entry level Fire Fighters and Paramedics."*

The rates for 2022:	<u>EMT Certification</u>	<u>Hourly Rate</u>
	Basic	\$15.0540/hr
	Paramedic	\$16.1778/hr

An application packet can be obtained at the Defiance Fire Station from 8:00 am to 5:00 pm, Monday—Friday at 702 W. Third Street, Defiance, Ohio 43512. Office number 419-782-2771