

FULL TIME POSITION ANNOUNCEMENT

SULLIVAN FIRE PROTECTION DISTRICT

FIREFIGHTER

Application Window: 28 Apr – 14 May, 2021 Starting Salary: \$30,000/year

The Sullivan Fire Protection District is seeking a highly motivated individual with a positive attitude to fill the position of FIREFIGHTER. This is a full-time, paid position on an Operations shift working a 48-hr on-duty/96-hr off-duty schedule. The Sullivan Fire Protection District covers 174 square miles of area including Sullivan, Oak Grove Village, Village of West Sullivan, Miramigoua Park, and Meramec State Park. The Sullivan Fire Protection District serves a total population of approximately 14,500 residents.

The Sullivan fire Protection District is a combination paid and volunteer fire protection district and employs 9 full-time professional firefighters, and has 30 active Volunteer firefighters. The Sullivan Fire Protection District maintains 5 fire stations, housing 5 engine companies, 1 ladder company, 1 rescue company, 3 tankers, 6 brush trucks, 2 rescue boats, 1 dive unit, and multiple other support vehicles.

MINIMUM QUALIFICATIONS

- A. Mo Division of Fire Safety Firefighter 1 & 2 certification (submitted with application)**
- B. 21 years of age**
- C. High School Diploma (or GED) (submitted with application)**
- D. No Felony Convictions**
- E. Criminal Records Check (provided by applicant- MACHS website) (submitted with application)**
- F. Valid Missouri Driver's License (copy submitted with application)**
- G. First Responder/CPR (copy submitted with application)**
- H. Necessary Knowledge, Skills and Abilities:**
 - 1. Ability to perform work requiring good physical condition.
 - 2. Working knowledge of driver safety.
 - 3. Working knowledge of first aid.
 - 4. Ability to successfully learn the operation of the listed tools and equipment.
 - 5. Ability to learn how to apply standard firefighting, emergency aid, hazardous materials, and fire prevention techniques.
 - 6. Ability to perform strenuous physical effort during emergency, training, or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold, or smoke.
 - 7. Ability to act effectively in emergency and stressful situations.
 - 8. Ability to follow verbal and written instructions.
 - 9. Ability to communicate effectively, orally and in writing.
 - 10. Ability to establish and maintain positive effective working relationships with other employees, supervisors, and the public.

The following criteria are provided from the FIREFIGHTER position description, as examples of the expected duties and responsibilities associated with this position.

GENERAL PURPOSE

- A. Protects life, property and the environment by performing fire suppression, rescue, emergency aid, hazardous materials, and fire prevention duties.
- B. Maintains fire equipment, apparatus, and facilities.

SUPERVISION RECEIVED

- A. Works under the close supervision of a fire officer.

SUPERVISION EXERCISED

- A. May exercise limited supervision of team members in the absence of an officer.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- A. Performs duties in accordance with the Sullivan Fire Protection District Standard Operating Guidelines.
- B. Functions within the NIMS Incident Command Systems.
- C. Performs firefighting activities including deploying hose, performing fire suppression operations, and water supply tasks.
- D. Performs rescue activities including removal of victims from hazardous locations and extrication of victims from vehicles.
- E. Performs emergency aid activities including administering first aid and providing other assistance as required.
- F. Performs salvage operations such as deploying salvage covers, sweeping water, and removing debris.
- G. Responds to fire alarms and extinguishes fires, as a member of a team and under the supervision of an officer.
- H. Participates in the maintenance of incident accountability.
- I. Selects, drags, lifts, and carries hose and nozzle depending on the type of fire, and correctly applies a stream of water or chemicals on the fire.
- J. Positions and climbs ladders to gain access to upper levels of buildings or assist individuals from burning structure.
- K. Creates openings in buildings for ventilation or entrance using appropriate and available manual and power tools.
- L. Protects property from smoke and water damage using positive pressure ventilation, salvage covers, and smoke ejectors.
- M. Wears appropriate protective clothing and equipment, including self-contained breathing apparatus.
- N. Able to communicate with two-way radio communications systems.
- O. Maintains competence in Hazardous Material Operations, CPR/AED, apparatus driving and operation and other required competencies.

PERIPHERAL DUTIES

- A. Participates in fire drills, attends classes in firefighting, rescue, emergency medical, hazardous materials and related subject.
- B. Attends regular and assigned training sessions to maintain and upgrade firefighting skill.
- C. Participates in the inspection of buildings, hydrants, and other structures in fire prevention programs.
- D. Maintains fire equipment, apparatus, and facilities.
- E. Performs minor repairs to departmental equipment.
- F. Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains, and tests apparatus and equipment.
- G. Presents programs to the community on safety and fire prevention topics, if trained.
- H. Other duties as assigned by a fire officer.

TOOLS AND EQUIPMENT USED

- A. Fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone, SCBA filling station, and similar equipment.

PHYSICAL DEMANDS

- A. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- B. While performing the duties of this job, the employee is frequently required to sit, stand, walk, use hands to handle or operate objects, tools, or controls, and reach with hands and arms. The employee is occasionally required to climb or balance, stoop, kneel, crouch or crawl.
- C. The employee is required to be able to function in and wear fire department personal protective equipment that weighs approximately 40 pounds.
- D. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and or move up to 100 pounds.
- E. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

- A. The work environment characteristics described here are representative of those an employee encounters while performing the essential function of this job.
- B. Work is performed in office, vehicle, and outdoor settings, in all weather conditions, including extreme temperatures, during day and night. Work is often performed in emergency and stressful situations. Individual is periodically exposed to loud noises, such as alarms and sirens and other hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, solvents, and oils.

- C. The employee occasionally works near moving mechanical parts and in elevated, precarious places and is occasionally exposed to wet and/or humid and slippery and icy conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration.

SELECTION GUIDELINES

- A. Formal application, to include review of education, training and experience, appropriate testing and interviews, background check, reference check, operator's license check, physical agility test, drug screening, and pre-appointment medical examination are part of our standard application process. Written and agility testing will occur at Fire Station 5, 1230 N. Church St.
- B. Appointees will be subject to completion of a standard probationary period.
- C. The examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements or duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

A generous benefits package is also offered, including healthcare coverage (100% employee, 50% dependents), dental and life insurance, paid time off, 8 paid District holidays, uniform allowance, and LAGERS retirement. Applications can be picked up at HQ Fire Station 1, 6 South Church Street, Sullivan, MO or downloaded from our Sullivan Fire Protection District Facebook page or website. Qualified applicants should submit application, references, copies of certifications and other supporting documents (resume, cover letter, etc.) to the Sullivan Fire Protection District either in person to Fire Station 1 or via U.S. Mail (PO Box 475, Sullivan, MO 63080) before **12:00 P.M. on May 14th, 2021**, including the application and Police Records Check through the Missouri State Highway Patrol (MACHS), current within the last 30 days. **Late submissions or incomplete packages will be rejected.**

Sullivan Fire Protection District is an Equal Opportunity Employer

Sullivan Fire Protection District

Firefighter Application

P.O. Box 475
Sullivan, Mo. 63080

Mission Statement

The mission of the Sullivan Fire Protection District is to protect the lives and property of the people who live, work, and visit the Sullivan Fire Protection District. This shall be accomplished through the highest level of training, equipment, and fire prevention & education.

The Sullivan Fire Protection District provides emergency service to all people that live and visit within its boundaries. This district, which covers parts of Franklin, Washington, and Crawford counties, total over 170 square miles.

It is the responsibility of all members of the Sullivan Fire Protection District to protect people's lives and property from fire, to provide fire prevention education and fire safety in a professional manner.

By signing this application, you are indicating that you will meet certain requirements as set forth by the district fire chief, including but not limited to the following:

- MO Division of Fire Safety Firefighter 1 & 2 certification
- 21 years of age
- Have a valid Missouri driver's license, copy accompanied with application
- Accredited high school diploma or equivalent, accompanied with application
- No felony convictions
- First Responder/CPR certification
- Criminal Records Check, accompanied with application
- Responding to emergency calls
- Participating in "Firefighter" activities

I, _____ agree to, and will meet these requirements and understand that these requirements can be changed by the fire chief as deemed necessary, or at the direction of the board of directors for the Sullivan Fire Protection District. I understand that I am responsible for my actions and that I must present myself in a professional and responsible manner at all times. I also understand that not meeting these requirements or misrepresenting the fire district in any manner could be reason for my dismissal as a district firefighter.

Applicants Signature

Date

Application received by:

Date application Submitted

Personal Information

1. Name: _____
Address: _____
City: _____ State: ____ Zip Code: _____
County: _____
Home Phone: _____ Cell Phone: _____
Date of Birth: _____ Age: ____ Sex: ____
Social Security Number: _____
Drivers License Number _____ State: ____ Class: ____
Marital Status: _____ Number of Dependents: _____
Occupation: _____ Employer: _____
Employer Address: _____
High School _____ Graduate: Yes__ No__ Year: _____
If not a graduate, do you have a GED: Yes __ No __

Name of Physician: _____ Physicians Phone: _____
Physicians Address: _____

Name of Beneficiary: _____
Relationship: _____ Phone: _____

Emergency Contacts

1. Name: _____ Phone: _____
Alternate contact: _____ Phone: _____

Background Information

(A background check will be done. Those convicted of felonies are prohibited from joining.)

1. Have you ever been treated for alcohol or drug addiction? Y__ N__
If yes please explain: _____

2. Have you ever been arrested for any reason? Y__ N__
If yes, please explain and provide dates:

3. List any traffic violations within the last five years: _____

Medical Information

1. Do you have any medical problem that may limit your abilities as a firefighter? Y__ N__
If yes please explain: _____

2. Are you allergic to any medicines? Y__ N__ Allergies: _____
Please list Medicines: _____

Additional Information

1. Have you ever served on any other fire departments? Y__ N__
If yes please list departments and positions held: _____

2. Please list any fire service related experience, skills, or training that you may have:

3. Explain briefly, your reason for wanting to become a firefighter for the Sullivan Fire District:

4. Medical Training: CPR: ___ First Responder: ___ EMT: ___ Paramedic: ___
License Number: _____ Years of Experience: _____

References

Please list the names, address, and phone numbers of at least three references whom you have been acquainted with for at least three years, and who are not related to you, and are not currently a member of the Sullivan Fire District:

Name	Address	Phone Number
Name	Address	Phone Number
Name	Address	Phone Number
Name	Address	Phone Number

I, _____ testify that all the information provided by me on this application is true and accurate to the best of my knowledge.

Signature	Date
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For office use only

Committee Members	Date	Approved
_____	_____	Yes__ No__
_____	_____	Yes__ No__
_____	_____	Yes__ No__
_____	_____	Yes__ No__
_____	_____	Yes__ No__
_____	_____	Yes__ No__
_____	_____	Yes__ No__
_____	_____	Yes__ No__



Sullivan Fire Protection District



P.O. Box 475 Sullivan, Mo. 63080
573-468-6161 Fax: 573-468-2623

REQUEST FOR CRIMINAL RECORD CHECK

Please print or type.

Name: _____
Last First Middle

Maiden / Alias: _____
Last First Middle

Sex: Male Female **DOB:** _____ **SSN:** _____

Race: Caucasian Black Hispanic Asian Other _____

Address: _____
Street / P.O. Box City State Zip Code

This criminal history record check document, signed by the applicant, will serve as a written consent to check record information by the requestor. The information obtained shall be confidential.

Signature of Subject of Request Date

District Representative Title Date

Sullivan Fire Protection District

Physical Agility Test

Name: _____ Date: _____

B/P Start: _____ Pulse Start: _____ Resp. Start: _____

B/P Finish: _____ Pulse Finish: _____ Resp. Finish: _____

S.C.B.A. Donning Time: ____:____ Total Time: ____:____

Applicant Signature

Evaluator Signature

This test will be evaluated by a chief officer. The applicant will be required to complete the test in seven minutes or less including donning the S.C.B.A. The S.C.B.A. must be donned in 60 seconds or less. The applicant will be given one opportunity to complete the test in the required time.

<u>EVENT</u>	<u>PASS</u>	<u>FAIL</u>	<u>COMMENTS</u>
HOSE PULL:	_____	_____	_____
VENTILATION:	_____	_____	_____
HIGH RISE:	_____	_____	_____
ATTIC CRAWL:	_____	_____	_____
LADDER CARRY:	_____	_____	_____
VICTIM DRAG:	_____	_____	_____