



St. Clair Fire Protection District

Dedicated to preserve life and property

www.scfpd.org

Applicant,

Please submit the following items with your completed application for employment:

1. Resume
2. Minimum age 18
3. Copy of high school diploma or equivalent
4. Citizen of the United States
5. Copy of valid Missouri driver's license
6. Copy of Firefighter I & II certifications through the Missouri Division of Fire Safety, if available, or at time of employment
7. Copy of Missouri Emergency Medical Technician License, (Preferred)
8. Certified criminal background and driving record **
9. Current CPR card
- 10. No Felonies**

All the above items are to be submitted with the application.

All full-time paid personnel of the St. Clair Fire Protection District must reside within one hours' time of the District's Headquarters.

The process will consist of at least three (3) modules; a written test, a physical agility test, and at least one (1) oral interview will be conducted. You will be notified by email of testing dates and with any other pertinent information.

If you have any questions, please contact Chief Wideman at St. Clair Fire Protection District, Station 1 at 314-565-8300 or 636-629-2727, ext. 1.

**Note: criminal background and driving records must be certified. One source for records check is:

www.machs.mo.gov

Stephanie Butenhoff
President

Andy Branscum
Treasurer

Tiffany Burton
Secretary

470 E. North Street, St. Clair, MO 63077 | Phone: 636-629-2727

**ST. CLAIR FIRE PROTECTION DISTRICT
EMPLOYMENT APPLICATION**

The St. Clair Fire Protection District is an Equal Opportunity Employer. Race, color, religion, age, sex, disability, marital or veteran status, place of national origin, and other categories protected by law are not factor in employment, promotion, compensation, or working conditions.

Complete Application in Blue Ink

Please print **Applicant Information** Date _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Cell Phone: _____

Email: _____

Social Security Number: _____

Do you have a valid driver's license? _____ State/License #: _____

Are you currently a volunteer member of the St. Clair Fire Protection District? _____

State briefly why you would like to work for the St. Clair Fire Protection District in a full-time position:

Education and Training (including on-the-job training)

School/Location/Sponsor

Course of Study

Dates Attended

High School _____

Community College _____

Trade School _____

College/University _____

Seminars/Other _____

Special Skills

Do you have any experience, training, qualifications, or skills which you feel make you especially suited for work at the St. Clair Fire Protection District? _____ If so, explain below.

Professional Society Memberships: _____

Licenses (list states): _____

Use the space below to summarize other relevant experience, skills, and background:

Employment History

List all previous employers starting with your present or most recent position (last 10 years is sufficient). Attach additional sheet, if necessary.

Employer: _____

Name of Supervisor: _____

Address: _____
Street City State Zip Code

Telephone: _____ Date of Employment: _____

Position and Duties: _____

Starting Rate of Pay: _____ Ending Rate of Pay : _____

Reason for Leaving: _____

Employer: _____

Name of Supervisor: _____

Address: _____
Street City State Zip Code

Telephone: _____ Date of Employment: _____

Position and Duties: _____

Starting Rate of Pay: _____ Ending Rate of Pay : _____

Reason for Leaving: _____

Employment History Continued

Employer: _____

Name of Supervisor: _____

Address: _____
Street City State Zip Code

Telephone: _____ Date of Employment: _____

Position and Duties: _____

Starting Rate of Pay: _____ Ending Rate of Pay: _____

Reason for Leaving: _____

Employer: _____

Name of Supervisor: _____

Address: _____
Street City State Zip Code

Telephone: _____ Date of Employment: _____

Position and Duties: _____

Starting Rate of Pay: _____ Ending Rate of Pay: _____

Reason for Leaving: _____

ST. CLAIR FIRE PROTECTION DISTRICT

JOB DESCRIPTION

Job Title: Firefighter/EMT

Status: Full-Time

Supervisor: Company Officer

Salary: \$42,278.60--- \$47,421.40

Top Pay achieved in 4 years from date of hire

Job Summary:

This is a shift level position (48 hours on / 96 hours off – beginning at 0600 hours) primarily concerned with emergency and non-emergency activities inclusive of fire suppression, emergency medical care, fire prevention and the life safety education components of Fire/Rescue operations. Perform general life safety and property conservation efforts at fires, medical emergencies, physical entrapments inclusive of motor vehicles crashes, and natural and man-made disasters as assigned.

Main Duties and Responsibilities:

1. Performs firefighting activities including driving fire apparatus, operating fire pumps and related equipment, laying hose and performing fire combat, containment, and extinguishment tasks.
2. Responds to medical emergency calls, examines patients on an emergency scene and initiates basic life support as required.
3. Safely remove persons from danger and administers basic life support to injured persons using standard operating guidelines.
4. Positions and climbs ladders to gain access to upper levels of buildings.
5. Performs salvage operations such as throwing covers, water evacuation and debris removal
6. Frequently climbs onto and off fire apparatus rapidly.
7. Always operates District vehicles in a safe and lawful manner. Abides by District policy concerning use of emergency vehicles.
8. Assists in performing scheduled mechanical inspection of all fire, medical and other equipment carried on the units assigned to them. Assists with replenishment, replacement and/or repairs of these items as required. Shall document and notify the appropriate authorities of any mechanical or operational defects found during vehicle of equipment inspections.
9. Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes the office and living areas of the fire station daily, cares for grounds, around the fire station as well as making minor repairs. Washes, hangs, and dries hose; washes, cleans, and polishes apparatus and equipment.

10. At all times, represents the District in a professional, courteous, and considerate matter when dealing with fellow employees, and other public or private agencies, the public and supervisors within the District.
11. Perform all District activities in a safety conscious manner and utilizes universal precautions on all medical emergencies.
12. Assists in the completion of proper documentation of fire and EMS calls, as directed by the Company Officer or supervisor. This documentation shall include, but not limited to, patient medical reports and State fire reports. Such documentation shall be done in a concise, complete, legible, and accurate manner.
13. Promote the teamwork environment. Assist co-workers when necessary.
14. Any other duties as assigned by the supervisor.

Other Duties and Responsibilities:

1. Provide coverage in absence of other personnel.
2. May operate personal computer, radio, pager, and/or telephone.
3. Participates in annual hose test, which involves unloading and reloading fire hose back on truck.
4. Participates in fire drills, attend classes in firefighting, emergency medical care, hazardous materials, and related subjects.
5. Participates in the pre-plan and inspection of buildings, the inspection of hydrants, and other fire suppression systems as required.
6. Assists in the coordination, instruction and/or volunteer firefighters or Junior firefighters as assigned.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instruction and to perform any other job-related duties requested by their supervisor.