

**FORT GRATIOT TOWNSHIP CURRENTLY ACCEPTING APPLICATIONS FOR THE
FOLLOWING FULL-TIME EMPLOYMENT OPPORTUNITY:**

FIREFIGHTER / EMT / GENERAL SERVICE TECH

Date Posted: February 12, 2019

Application Deadline: Friday, March 15, 2019 by 4:00PM

GENERAL STATEMENT OF DUTIES: To protect life, limb, and property by performing firefighting, emergency medical services, hazardous materials, or fire prevention duties. To maintain the fire equipment, fire apparatus, and department facilities and to perform related work as required. Will perform office related duties as assigned by the Fire Chief.

SUPERVISION RECEIVED: Work is performed under the supervision of a superior officer.

TYPICAL EXAMPLES OF WORK: An employee in this class may be called upon to do any or all of the following: (These examples do not include all of the tasks which the employee may be expected to perform.) The duties listed below are intended only as illustrations of various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or logical assignment to the class.

- Perform routine maintenance on equipment and apparatus as well as yearly preventative maintenance services, in conformance with departmental policy.
- Perform firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire containment, extinguishments and overhaul tasks.
- Perform emergency medical service activities including providing medical treatment as allowed by the individual or licensure level of the department.
- After returning from an incident, assist in preparing equipment, supplies and apparatus for the next emergency.
- Participate in training, attend classes in firefighting, emergency medical, hazardous materials, and related subjects.
- Clean facilities as directed by superior officer(s).
- Maintaining records, reports, and files as required by the Fire Chief.
- Maintains confidentiality and place trust in them by their supervisors.
- Preparing and entering run data for EMS calls as needed.
- Perform office related duties as requested by the Fire Chief.
- Carry out duties in conformance with Federal, State, County, City and Local laws and ordinances.
- Adhere to department policies and procedures.
- Firefighters are directly responsible to the officers for the following:
 - Possessing thorough knowledge of the streets' hydrants, static water source, and target hazard area.
 - Possessing thorough knowledge of the operation of the apparatus to which they are assigned.
 - Perform other duties, as assigned.

DESIRABLE QUALIFICATIONS FOR EMPLOYMENT:

- Knowledge of the geography, streets and principal locations in the township.
- Mechanical aptitude and mental alertness.
- Willingness to perform any assigned task.
- Ability to establish and maintain satisfactory working relationships with other employees.
- The principles, techniques, strategy, materials and equipment used in fire suppression, investigation, prevention, rescue and related emergency responses.
- Methods and practices of providing emergency medical response at a basic life support level.
- Hazardous material and chemical spill response.

- Knowledge of applicable local, state and federal laws, codes, ordinances and regulations.
- Safety practices and precautions pertaining to work.
- Mechanical knowledge in general service of automobiles, trucks small engine equipment.

AN EMPLOYEE IN THIS CLASS, UPON APPOINTMENT, SHOULD HAVE THE EQUIVALENT OF THE FOLLOWING TRAINING AND EXPERIENCE:

- High school graduate or GED equivalent.
- Completion of the Michigan Fire Fighters Training Council Firefighter I and II, Hazardous Materials Operations.
- Michigan Department of Public Health EMT license; Automatic External Defibrillator and Cardiopulmonary Resuscitation.
- ICS and NIMS 300 and 400 certification within one (1) year of appointment.
- State of Michigan Mechanics certificate (not needed but is recommended.)
- Must have and required to maintain a valid State of Michigan driver's license.

ADDITIONAL REQUIREMENTS:

- Must be 18 years of age.
- A United States citizen.
- No felony convictions.

WORKING HOURS: 40-hour work week, shifts to be determined; nights and weekends will be required, afternoon shifts are a possibility. Fire Department operates 365 days per year. This is a Fair Labor Standard Act (FLSA) hourly non-exempt firefighting 28 day work period position (in 28 day work period, firefighters would be entitled to FLSA overtime only for hours actually worked over 212 during the 28 day period.)

SALARY RANGE AND BENEFIT PACKAGE:

Minimum \$38,000 for a 40 hour work week with the possibility to earn up to \$50,000 by returning for after hour calls to the maximum allowed under FLSA (if you live in the response area.)

- Paid time off
- Healthcare, dental, life and optical insurance
- Deferred compensation plan (457)
- Healthcare savings plan

TO APPLY:

Job applications can be obtained from the Fort Gratiot Fire Department.

A resume, cover letter and copies of the following certificates must accompany the completed job application:

- Fire Fighter Phase I and II
- EMT Certification or higher
- Any fire related certificate
- Mechanics license if applicable

Original job applications will be accepted in-person or by mail at:

**Fort Gratiot Fire Department
Chief Patrick Smith
3720 Keewahdin Road
Fort Gratiot, Michigan 48059**

If mailed, it must be postmarked by the Friday, March 15, 2019 by 4:00PM.

**** EQUAL OPPORTUNITY EMPLOYER**