## FIREFIGHTER/EMT JOB OPENING

The Town of Matthews, a community of approximately 30,000, covering 17.8 square miles and a tax base of 2.2 billion, is seeking a candidate for a paid Firefighter/EMT position in the Fire & EMS Department. The Department currently runs approximately 2000 EMS responses as a Basic Life Safety (BLS) first responder and 1000 fire related responses annually. This is an excellent opportunity for someone with a thorough knowledge of firefighting and emergency medical services. The candidate should have the ability to exercise sound judgment in emergencies and complete reports. She/he shall have a general knowledge of fire equipment maintenance techniques, procedures and mechanics as applied to fire suppression and pump operation; thorough knowledge of the street system, major buildings and hydrant layout of the Town; thorough knowledge of the operation and maintenance of firefighting equipment and apparatus and ability to operate such equipment and apparatus safely and effectively; the ability to provide emergency medical care at the EMT level; ability to understand and follow oral and written instructions. The candidate will also need the ability to establish and maintain effective working relationships with other town staff, Fire & EMS volunteers, associates and the general public.

The Firefighter/EMT will be a Town employee who will report to one of two Captains. The new Firefighter/EMT will work with a career Chief, an Office Assistant, two career Captains, three career Lieutenants, eight other career Firefighter/EMTs and approximately seventy-five volunteer Firefighters or EMTs. The Firefighter/EMT will provide daytime coverage, between the hours of 0600 and 1800 hours Monday through Friday; working four 12 hour shifts each week with days off rotating weekly. Some required training will occur during night and weekend hours. The salary is currently based on a fourteen day, 96 hour pay period. The salary range: Grade 15 - \$34,122 to \$51,184.

The general definition of work from the job description is listed below:

Performs intermediate protective service work driving emergency apparatus, operating pumps at fire scenes and providing emergency medical care; does related work as required. Much of the work is performed under emergency conditions and frequently involves considerable personal hazard.

If you have questions about operations or job responsibilities you may contact Dennis N. Green, Fire & EMS Chief at 704-708-1200 - Monday through Friday 0900 to 1700 hours or email dgreen@matthewsnc.gov.

Candidate must have any combination of education and experience equivalent to graduation from high school and experience in the Fire & EMS service. She/he must be able to perform heavy work, exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

A NC class B driver's license must be acquired within 60 days of employment. Candidate must be able to be certified NCEVD within 6 months of employment. Candidate must have, at a minimum, completed NC Firefighter II or have an equivalent certification with an IFSAC or ProBoard seal and must be certified as an NC Emergency Medical Technician. Candidate must be able to be certified as a NC Technical Rescuer within 18 months of employment. All minimum state and local training and education requirements must be met and maintained.

In order to be considered for interview you must submit a complete Town application form (available online at <a href="http://matthewsnc.gov/Departments/HumanResources/EmploymentOpportunities">http://matthewsnc.gov/Departments/HumanResources/EmploymentOpportunities</a>, or at Town Hall), and a resume along with legible copies of certifications (with recognizable seals) or a state transcript.

Send or deliver completed application, resume, certifications or state transcript to Human Resources at 232 Matthews Station Street, Matthews NC 28105. No emailed, faxed or scanned copies accepted.

## Closing Date: 5 PM, Wednesday, November 18, 2015.

The Town of Matthews values the skills and abilities of veterans of the U.S. Military. The Town actively promotes employment opportunities to area veterans' organizations and other sources in order to recruit qualified veterans to apply for open positions. The Town of Matthews is an equal opportunity employer and participates in E-Verify.