



**CIVIL SERVICE
COMMISSION**

OPEN-COMPETTITIVE examination for the position of FIREFIGHTER/PARAMEDIC with the City of Springfield Fire Department.

2020 APPLICATION PERIOD: November 9th - November 30th

1. Email completed/signed **FIREFIGHTER/PARAMEDIC** application to apply@springfieldohio.gov
 - Download and **SAVE** “Office use only” application to file w/**electronic signature**
 - Submit application, resume, certs, etc. as **ONE** document (*Confirmation reply will be sent*)
- OR**
2. Submit hard copy to City Hall, Personnel Dept., 76 E High St, Spfld OH 45502
 - Applications can be dropped off in the **Blue Utility Billing Box** located on Fountain Ave
 - Mailed applications must be postmarked by deadline to be considered, *ensure enough postage*

CIVIL SERVICE WRITTEN EXAM INFORMATION:

Testing will run from December 12th through December 18th

***Dates and times will be assigned to applicants only**

ANNUAL PAY RANGE: \$ 48,771 - \$ 63,614 (Paid time off, Dental, Health, Life, Retirement)

ELEMENTS OF THE SELECTION PROCESS:

Written Examination (See information above)

Physical Agility Test *Fire Station #1 (January 2021)

Polygraph Examination

Extensive Background Investigation

Full Panel Oral Interview

Psychological Assessment

Drug Screening

*Complete Medical Examination (Administered only w/ a conditional offer of employment)

MINIMUM QUALIFICATIONS:

AGE: At least 18 years of age at time of appointment

EDUCATION: High School Graduate or equivalent

PHYSICAL: Eyesight: 20/20 corrected
Weight: In proportion to height

- **MUST** possess the overall ability to sufficiently perform all of the essential functions of the position.

NATURE AND REQUIREMENTS OF WORK:

This position is responsible for the performance of specialized duties in the saving of life and the fighting and prevention of fires. Work involves a variety of duties including firefighting, paramedic work, and property and equipment maintenance on an assigned shift.

(Continued)



CIVIL SERVICE
COMMISSION

APPLICANTS MUST POSSESS:

The ability to work with a substantial element of personal risk; the ability to work in hazardous conditions of smoke, heat, cramped spaces, and heights; the ability to do paramedic work which includes the ability to withstand accident situations and maintain stability of performance; the ability to exercise sound judgment; and the ability to write complete and accurate reports.

SPECIAL REQUIREMENTS OF WORK:

RESIDENCY: Must reside in Clark County or any county directly adjacent to Clark County within 60 days of the completion of recruit training.

LICENSE: Must hold a valid unrestricted Ohio Motor Vehicle Operator’s License

PARAMEDIC CERTIFICATION: Must hold Paramedic Certification issued by the State of Ohio **within (3) three years of appointment.**

FIRE APPRENTICESHIP PROGRAM: Must complete 42 months of apprenticeship training to become a Journeyman Firefighter/Paramedic

RULES AND REGULATIONS: Must adhere to the Springfield Fire Rescue departmental rules and regulations, which includes acceptable grooming standards.

Sincerely,

Natalie Payton
Personnel Analyst



CIVIL SERVICE
COMMISSION

PRE-EMPLOYMENT BACKGROUND INVESTIGATION
AND
GUIDELINES FOR DISQUALIFICATION
FOR
PUBLIC SAFETY OFFICER POSTINGS

Each candidate for a position as a Public Safety Officer with the City of Springfield is required to undergo a background investigation and polygraph examination.

If during the background investigation, interview, or polygraph examination, admissions are made by the applicant or problems are discovered of a disqualifying nature, the applicant may be eliminated from further consideration.

Reasons for disqualification include, but are not limited to the following:

1. **Narcotics or Drug Usage.** Current or a past history of the illegal use of narcotics, i.e., Morphine, Codeine, heroin, cocaine, Dilaudid, and Demerol, or the use of hallucinogens, i.e., Hashish, L.S.D., Marijuana, T.H.C., and P.C.P. or abuse of dangerous drugs, i.e., Barbiturates, amphetamines, or any other prescription drug. Drugs abuse would include the use of prescription drugs for a purpose other than which it is intended or the prolonged use of such drugs without a prescription or sniffing of glue, paint thinner, or other chemical agents for the purpose of obtaining a state of intoxication. ***Automatic disqualification if you have used any of the above mentioned drugs within a year from the date of filing application.***
2. **Immoral Conduct/Disorderly Conduct.**

This includes conduct or court convictions in, but is not limited to the following areas:

 - a. Abuse - emotional or physical abuse of parent, spouse, child, etc.
 - b. Promoting, procuring, compelling, soliciting or engaging in prostitution.
 - c. Corrupting minors.
 - d. Sexual imposition.
 - e. Importuning.
 - f. Voyeurism (peeping tom).
 - g. Public indecency.
 - h. Obscenity - Disseminating material harmful to juveniles and pandering obscenity.
 - i. Incest - (sexual relations with relatives nearer than cousin).
 - j. Conviction of a crime involving disorderly conduct, i.e., fighting, public intoxication, etc., or a conviction record of three or more misdemeanors excluding traffic, of any nature.
3. **Felony convictions.** Any conviction for a crime classified as a felony.
4. **Excessive traffic violations.** Having more than two moving traffic violations within the past year or been under suspension through the violation point system in the past 5 years. One DUI or DWI conviction under this section shall be considered excessive. The recency of conviction(s) will be considered.



CIVIL SERVICE
COMMISSION

GUIDELINES FOR DISQUALIFICATION (CONTINUED)

5. **Petit theft.** Having a conviction record of more than one theft not amounting to a felony, or evidence found through the polygraph or an admission of thefts which tend to show a pattern over a period of time.
6. **Falsification.** Any deliberate falsehood or attempt to conceal information pertaining to the qualifications for employment or any deliberate falsehood pertaining to areas which would be grounds for automatic disqualification or a series of falsehoods in areas of less significance.
7. **Political influence.** Has used or threatened to use political influence in securing employment or re-employment.
8. **Employment records.** A past employment record showing excessive absenteeism, poor quality of production, excessive tardiness, inability to get along with fellow employees, inability to follow orders.
9. **Gambling problems.** Has a history of convictions for gambling, associates with known gamblers, or has personal problems as a result of gambling.
10. **Financial problems.** Has a history of garnishments, law suits, bankruptcy, etc. A definite poor risk for credit, showing a lack of honesty, integrity and maturity in taking care of financial obligations.
11. **Support of family.** Failure to provide proper support for any member of your family for which you are legally responsible or failure to carry out the mandate of any court of domestic relations with reference to child support or support of spouse or ex-spouse.

Please feel free to call 937-324-7318 or email npayton@springfieldohio.gov if you have any questions concerning any of the qualifications or basic reasons which would tend to disqualify a prospective applicant.

**THE CITY OF SPRINGFIELD IS AN EQUAL OPPORTUNITY /
AFFIRMATIVE ACTION / DISABLED EMPLOYER**

08/05/20
NP