



# CFD

CHARLESTON FIRE DEPARTMENT

## FIREFIGHTER TRAINEE

The Firefighter Trainee is an entry-level fire suppression, prevention, and emergency response position for the Charleston Fire Department (CFD).

# FIREFIGHTER TRAINEE

This is an Open Continuous Application for the position of Firefighter Trainee. Applications received by 5pm on **March 01, 2019** will be considered for Recruit Class 1902, which is tentatively scheduled for August of 2019. Applications received after the date listed will be considered for future recruit classes based on department needs.

The **Firefighter Trainee** is an entry-level fire suppression, prevention, and emergency response position for the Charleston Fire Department (CFD). Upon successful completion of the required recruit academy, personnel will progress into the position of a probationary firefighter.

## **Firefighter Academy:**

The recruit academy is focused on training and preparing the candidate to meet specific standards of the CFD. The program includes classroom instruction and hands on training in firefighter techniques, search and rescue, vehicle extrication, emergency medical services, firefighter survival, and the use of various firefighting tools and equipment. The candidate will work an 8-hour shift (overtime, nights, and weekends may be required) and upon completion will move to a 24 on, 48 off standard firefighter shift schedule.

## **Physical Tasks and Environmental Conditions:**

The CFD recruit academy program uses Peer Fitness and Practical Skill fitness training. Our Peer Fitness Instructors are certified ACE trainers. The Peer Fitness and Practical Skill methodology has shown it is effective in increasing the work capacity of military personnel, police officers, and firefighters.

Candidates must be able to climb ladders and stairs and work at considerable heights; lift, carry, drag, pull and push very heavy weights; perform work in physically demanding and adverse conditions including heat, smoke, fire, high temperatures, humidity and cramped spaces (exposure to allergenic and potentially harmful substances and dust exist).

## **REQUIREMENTS:**

- 18 years of age or older at time of application
- High school diploma or equivalent received by time of contingent offer
- Valid state issued driver's license
- Pass the CFD administered Physical Ability Test (PAT) or possess a Candidate Physical Abilities Test (CPAT) with a date of passing within the past 24 months.

**\*\*** See "**Immediate Disqualifiers**" for a listing of concerns which may deem an applicant unable to continue in the process.

## **APPLICATION PROCESS:**

### **1. Required Documents:**

- High School Diploma or equivalent and/or College Degree received by time of contingent offer
- Certified driving record from each state you have held a driver's license (10-years total) (if applicable)
- Military discharge – DD214 (if applicable)
- EMT/Paramedic certification (if applicable)
- Current CPAT certification (if applicable)

**\*\*** Applications without **required documents** will not be accepted.

Apply online at [www.charleston-sc.gov/employment](http://www.charleston-sc.gov/employment)

- Only online applications will be accepted

**\* Before applying, please read this guide in its entirety.**

## **HIRING PROCESS:**

Applicants meeting the minimum requirements and who submit a completed application may be selected to proceed in the following:

### **1. WRITTEN TEST**

- Applicants must pass the written test to proceed to the Physical Ability Test (PAT)

### **2. Physical Ability Test (PAT) – PRACTICE – Optional (not required)**

### **3. Physical Ability Test (PAT) – Required for those who do not possess a CPAT certificate or have passed the CFD administered PAT with the minimum required passing score within the past 24 months.**

- Applicants who pass the PAT will be eligible for an oral board interview

### **4. ORAL BOARD INTERVIEW – Candidates who successfully pass the written test and PAT will be placed on an active list for 12 months and contacted if and when a future oral board is scheduled. Candidates will move forward based on highest to lowest written test score and based on department needs.**

As a condition of employment. Selected candidates must successfully pass a Test of Essential Academic Skills (TEAS), background check, pass a comprehensive medical, and psychological evaluation. Selection will be based on overall qualifications, oral board interview process, and the needs of the City.

**\*\*** Applicants will be selected based on the department needs for future recruit academies

## **VETERANS - We are thankful for your service!**

Preference Points : A five-point preference will be awarded on the written exam for honorably discharged veterans or service members currently serving in the United States Armed Forces. To qualify for the veteran's preference points, applicants must meet the following criteria:

- Have separated under honorable conditions from any of the branches of the armed forces of the United States after having:
- Served on active duty for 181 consecutive days or more.

*For points to be awarded, above documentation must be received prior to written examination.*

We are proud to offer the following additional resources to Veterans:

- Certified VA approved school
- Veteran on-the-job training

### **2019 - PAY PLAN**

During the academy, the firefighter will be compensated at a rate commensurate with their current level of education as outlined in the chart below.

<i>Firefighter Recruit During Academy</i>		
<i>Firefighter</i>	Hourly	Paramedic Hourly
<i>High School Diploma</i>	\$16.07	\$17.19
<i>Associate's Degree</i>	\$17.19	\$18.40
<i>Bachelor's Degree</i>	\$18.40	\$19.69
<i>Master's Degree</i>	\$19.69	\$21.06

The CFD's pay plan includes a comprehensive scale based on career development accomplishments and degree pay incentives. **The rates listed are estimated annual compensation. For a review of the CFD's complete pay scale please click [here](#).**

	Step 1		Step 2		Step 3	
	EMT Annual	Paramedic Annual	EMT Annual	Paramedic Annual	EMT Annual	Paramedic Annual
<i>Firefighter</i>						
<i>High School Diploma</i>	\$36,174.22	\$38,706.40	\$39,882.08	\$42,673.82	\$41,876.17	\$44,807.51
<i>Associate's Degree</i>	\$38,706.40	\$41,415.86	\$42,673.82	\$45,660.99	\$44,807.51	\$47,944.05
<i>Bachelor's Degree</i>	\$41,415.86	\$44,314.97	\$45,660.99	\$48,857.27	\$47,944.05	\$51,300.13
<i>Master's Degree</i>	\$44,314.97	\$47,417.02	\$48,857.27	\$52,277.28	\$51,300.13	\$54,891.15
<i>PhD</i>	\$47,417.02	\$50,736.22	\$52,277.28	\$55,936.69	\$54,891.15	\$58,733.53

\*The above rates are estimated annual compensation.



## **BENEFITS**

The City of Charleston offers a competitive total compensation package to supplement hourly pay rates.

- Group health, dental, vision insurance
- Flexible spending accounts
- Police Officers Retirement System (PORS)
- Optional deferred compensation plans
- Vacation leave
- Paid sick leave
- Optional life insurance and disability
- Veteran on-the-job training
- Tuition reimbursement
- Wellness programs to include discounted corporate gym membership and gym reimbursement
- Paid Holidays

*\*\*Benefit information provided is a summary only and is subject to change. Full details will be provided at time of employment and take precedence to any information provided here.*

If you have additional questions, contact us at [cfcrecruitment@charleston-sc.gov](mailto:cfcrecruitment@charleston-sc.gov)

***OUR DEPARTMENT, OUR LEGACY, YOUR FUTURE.***



## **IMMEDIATE DISQUALIFIERS**

It is not possible to list every act or omission that may disqualify an individual from performing the safety sensitive duties of this position. The following are some of the more obvious:

### **Criminal History**

- Conviction of any felony or any crime involving moral turpitude
- Conviction of any crime which carries a 6-month jail sentence or more
- Any conviction of domestic violence, including simple assault against a domestic partner, spouse, child or parent
- Adult commission of undetected crimes of a serious or repetitive in nature

### **Drugs**

- Any involvement in the sale or distribution of illegal drugs as an adult
- Juvenile involvement in the sale or distribution of illegal drugs is an area of concern which will be given careful scrutiny in the context of the full review
- Any illegal possession of heroin, cocaine, hallucinogens or any other schedule 1 or 2 drug, or any derivative thereof, within the last 7 years
- Illegal possession of anabolic steroids within the last 3 years
- Illegal possession of marijuana or a derivative thereof within the last 24 months

### **Traffic Violations**

- Must have a driving record that reflects no more than three moving violations or at fault/contributable accidents, or any combination thereof, in the past 36 months. Moving violations and preventable accidents that are indicated on the applicant's driving record but are more than 36 months old will be considered on a case by case basis
- No driver's license suspension in the past three years
- Points may be negated by attending defensive driving school offered by the Division of Motor Vehicles prior to application being submitted
- Any conviction of the following within the last 5 years:
  - Driving under the influence of drugs and/or alcohol
  - Refusal to take blood or breath test
  - Eluding police, racing, or leaving the scene of an accident

### **Others**

- Dishonorable discharge from any military service
- Untruthfulness and/or intentionally withholding of information on any application, interview or paperwork associated with this application. Examples of intentional withholding of information would include the following:
- Deliberate inaccuracies or incomplete statements
- Cheating on any exam or testing associated with the application

### **Note:**

- This is not meant to be an exhaustive listing of background disqualifiers. Applicants who are successful in the initial testing will undergo a thorough background investigation. **Areas of concern will be evaluated on a case-by-case basis within the context of the full review.** Examples of the areas of concern may include but are not limited to the following:
  - Reduction of charges as a result of a plea agreement or other form of sentencing disposition prior to a conviction in any of the aforementioned criminal and driving history categories
  - Crimes committed against a juvenile, including undetected crimes
  - Patterns of reckless and/or irresponsible driving
  - Multiple convictions of driving under the influence
  - Illegal drug possession that does not fall within the parameters of the above
  - Less than honorable discharge, erratic work record, or unfavorable work employment references
  - Pending litigation or prosecution for criminal offenses must be resolved prior to consideration for employment