

Company/Department:	City of Columbus Fire Department
Job Type:	Fire/EMS   Fire/EMS
Job Title:	Firefighter/EMT
Location:	Columbus, Indiana
Qualifications:	<p>Minimum Qualifications (Candidates must meet these qualifications for consideration):</p> <ul style="list-style-type: none"> <li>• High school graduate from accredited school, alternatives: achievement test certificate from an accredited high school or State Board of Education is acceptable (e.g., G.E.D is acceptable).</li> <li>• Valid driver's license (any State); must convert driver's license to Indiana a license thirty (30) days prior to start date; Indiana license must be maintained at all times. Shall have a good driving record sufficient to be covered by City of Columbus insurance.</li> <li>• Ability to work in the U.S. (provide I9 documents upon request in hiring process).</li> <li>• Shall be at least 21 years of age, and under the age of 36 at date of hire. Exceptions (*Military exception see I.C. 36-8-4.7) (*lateral transfer hire exception - shall meet the requirements of the 1977 Indiana Police and Fire Pension Fund ("PERF"), and be accepted into the Pension Fund).</li> <li>• Certified as an Emergency Medical Technician (EMT) in Indiana or have the ability to convert the certification to Indiana as per Indiana Department of Homeland Security regulations, at least thirty (30) days prior to start date.</li> <li>• Shall possess a current Candidate Physical Ability Test (CPAT) certification prior to written test date (issued within one (1) year prior to the date); yearly Physical Ability Test administered by the department must be passed.</li> <li>• Candidates with Military experience shall not have received other than an honorable discharge from the military or other discharge with honorable conditions. (All candidates with military experience must attach a copy of DD214 their application).</li> <li>• Shall be compliant with IC 36-8-4-2 Residence requirements within 90 days of appointment (residency within 50 miles of Columbus, consistent with Statute as</li> </ul>

interpreted by City of Columbus Office of Clerk-Treasurer),

- Shall be drug- free, and have no convictions for driving under the influence of drugs.
- Shall not have more than two (2) alcohol-related violations.
- Candidates applying for employment shall not have a conviction for operating a vehicle while intoxicated (OWI), or operating a vehicle with a (BAC) in excess of the legal limit as set by State Law within the past five (5) years.
- Shall have no felony convictions.
- Shall comply with the City's Drug and Alcohol Free Workplace Program which includes: preemployment testing, post-accident testing, reasonable suspicion testing, return-to-work testing and follow-up testing.

Essential Duties and Responsibilities (other duties may be assigned at any time):

- Respond to emergency and non -emergency situations such as (but not limited to); fires, vehicle crashes, water accidents, bomb threats, hazardous materials incidents, severe weather, medical emergencies.
- Perform firefighting techniques including, but not limited to; extinguishing, ventilation, rescue, salvage, overhaul and forcible entry.
- Move injured, sick or unconscious away from danger and provide pre - hospital emergency medical care.
- Drive appropriate firefighting equipment and/ or motor vehicles to emergency and non-emergency scenes, as directed, and in a safe manner.
- Monitor radio and other communication devices to receive assigned runs.
- Attend, participate in and/or lead presentations to civic, school, neighborhood, industrial or business organizations. Topics include but are not limited to: fire prevention, fire station tours, safety, or other public training exercises as directed.
- Attend and participate in various educational, technical, and other training exercises as directed by the Chief and/or designee which could include but not limited to extrication, ice water rescue, rope rescue, and confined space.
- Clean and maintain all equipment, buildings, and grounds; perform regular maintenance and repair on equipment,

**Job Description:**

buildings, grounds as directed, to insure proper function and upkeep of all Fire department equipment, grounds, buildings; maintain uniforms to standard.

- Provide assistance, as directed, to other departments within the City of Columbus Indiana.
- Complete all necessary forms, reports, data uploads in a neat, orderly, accurate, and timely manner as required by Fire Chief, local, state and/or federal agencies. Provide oral reports, as necessary, to appropriate personnel.
- Maintain personal physical fitness levels, necessary to perform the essential functions of the position (a yearly fitness-for-duty evaluation will be required and firefighters must be fit for duty, with or without reasonable accommodation consistent with the Americans with Disabilities Act (ADA)). This fit for duty evaluation will be administered by a health care professional specializing in Occupational Medicine with emphasis in Firefighting and Hazardous Materials. This fit for duty evaluation will be provided on duty and at no cost to the firefighter.
- Maintain the highest ethical and moral standards and perform within the parameters of the law as set forth by the City of Columbus Indiana as your employer.
- On occasion, relieve an officer of higher rank as directed and assume all the responsibilities of that position.
- Respond to mandatory overtime requirements and balance any secondary employment and community volunteer work in such a way as to not interfere with duties at the Fire department which are always primary; accurately record all time worked for the Fire Department consistent with FDO's on timekeeping, and also not create conflicts of interest.
- Comply with the City of Columbus Indiana Fire Department's anti - tobacco policy which prohibits the use of tobacco products within the City offices, facilities and / or vehicles.

**Salary:** \$52,163 - \$62,285\* - \* Entry level salary for a probationary firefighter: \$52,163. Completion of 20 years/1st class firefighter: \$64,460

**How to Apply:**

Lateral Transfer Applicants will also be accepted

For Questions: Contact the City of Columbus Fire Department at (812) 376-2679

Apply Online at <http://JOBS.COLUMBUS.IN.GOV>

**Application Deadline:** March 31, 2021