

Charleston Fire Department



Information for Applicants

FIREFIGHTER TRAINEE

Application Deadline: February 3, 2017



The Position

Requirements

The Firefighter Trainee must be at least 20 years of age, possess a valid driver's license and meet one of the following:

- Bachelor's Degree or higher
- Associates Degree with a minimum of two (2) years of
 - Paid fire experience
 - EMT (Basic, Advanced or Paramedic)
 - Military experience
 - * Or a combination that equals (2) years
- High School/GED with a minimum of four (4) years of
 - Paid fire experience
 - EMT (Basic or Advanced)
 - Military experience
 - * Or a combination that equals (4) years
- High School/GED with a minimum of two (2) years of paid Paramedic experience.
- EMT (Basic, Advanced and Paramedic) must have a minimum of 1 year left on certification.
- See "**Immediate Disqualifiers**" for a listing of concerns which may deem an applicant unable to continue in the process.

The Application Process

Step One: Apply online at www.charleston-sc.gov/employment (only online applications will be accepted). The following documents must be submitted with your application: *Copy of...*

- College degree or high school diploma
- Driver's license
- Certified driving record from each state you have held a driver's license (total 10 year record)
- Military discharge – DD214 (if applicable)
- EMT/Paramedic certification

Step Two: Complete and submit the CFD [Application Checklist](#) within five (5) business days from the date you submit your online application. Submit to cfdreruitment@charleston-sc.gov.

Note: All required documentation must be submitted prior to February 17, 2017, or your application will be removed from the hiring process. **We are an Equal Opportunity Employer.**

Firefighter Trainee

Charleston Fire Department

The firefighter trainee is an entry level fire suppression, prevention, and emergency response position for the CFD. Upon completion of the required training, personnel will progress into the position of a probationary firefighter.

Under close supervision in a training capacity, the firefighter trainee will receive instruction in:

- Response to emergency calls for fire, medical and other emergency situations.
- Operating equipment and fire apparatus response.
- Basic skills to perform all activities necessary to assist in the suppression of fire including advancing lines, directing water and fire extinguishers, climbing ladders, creating openings for ventilation or entrance and rescue.
- Responding to medical emergencies, assessing emergency medical problems, and performing emergency medical treatment in the absence of paramedics.
- Salvage work and site clean-up.
- Search and rescue for trapped or injured persons from motor vehicle accidents and other situations including threat to human life.
- Operating specialized fire vehicles/equipment (fire engines, ladder trucks, pumps, tenders, saws, hydraulic tools, etc.).
- Pre-fire planning of buildings for fire hazards, including location of exits and fire protection devices. A variety of fire prevention activities and programs including training, and fire investigations.
- Activities and operations in response to natural or man-made disasters, major accidents, incidents involving hazardous materials, and other emergency situations.
- Cleaning and maintaining station facilities, grounds, equipment, and apparatus to ensure a constant state of readiness for emergency calls.

Physical tasks and environmental conditions:

- 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).



Firefighter Trainee

Compensation and Benefits

The Hiring Process

Step One: Applicants selected to move forward will be invited via email to attend the following:

- The optional Physical Ability Test (PAT) practice session on March 2nd and 3rd.
- The required PAT on March 7th and 8th.

Step Two: Applicants who pass the PAT will be eligible to take the written test on March 9th.

Step Three: Applicants who pass the written test may be invited to an oral board interview on March 31st.

As a condition of employment, selected candidates must successfully complete a background check, and pass a comprehensive medical and psychological evaluation. Selection will be based on overall qualifications and oral board interview process.

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 branch of the armed forces of the United States after having:
- Served on active duty for 181 consecutive days or more.

The above documentation must be received prior to the written examination for points to be awarded.

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

- Certified VA approved School
- Veteran On-the-Job Training

Charleston Fire Department 2017 Pay Scale

	Hourly	Paramedic Hourly
<i>Firefighter - Trainee</i>		
<i>High School Diploma</i>	\$15.30	\$16.37
<i>Associates Degree</i>	\$16.37	\$17.52
<i>Bachelor's Degree</i>	\$17.52	\$18.74
<i>Master's Degree</i>	\$18.74	\$20.05
Upon completion of recruit school projected compensation (Step 1)		
	Hourly/Annual	Paramedic Hourly/Annual
<i>Firefighter</i>		
<i>High School Diploma</i>	\$11.39 / \$34,431	\$12.81 / \$36,820
<i>Associates Degree</i>	\$12.18 / \$36,820	\$13.04 / \$39,419
<i>Bachelor's Degree</i>	\$13.04 / \$39,419	\$13.95 / \$42,170
<i>Master's Degree</i>	\$13.95 / \$42,170	\$14.93 / \$45,113
Annual increase of 5% on anniversary date for total of 8 Steps		

The City of Charleston offers a competitive benefits package to supplement our employees' total compensation package.

- Group Health, Dental, Vision Insurance
- Flexible Spending Accounts
- South Carolina Retirement System Participation
- Optional Deferred Compensation Plans
- Vacation and Sick Leave
- Optional Life Insurance and Disability
- Tuition Reimbursement
- Wellness Programs

Do you have other questions?

Download the firefighter trainee recruitment guide [here](#) for information regarding the position, hiring process and recruit academy.

Other Inquiries:

cfdrecruitment@charleston-sc.gov

Immediate Disqualifiers

An applicant whose background includes any of the following concerns would not be permitted to continue in the selection process.

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.

Traffic Violations

- Three or more negative points on a South Carolina Operator's license or the equivalent for out of state license.
- Points may be negated by attending defensive driving school offered by the Division of Motor Vehicles prior to initial testing.
- Any conviction of the following:
 - Driving under the influence of drugs and alcohol
 - Refusal to take blood or breath test
 - Eluding police, racing, or leaving the scene of an accident within the last 5 years

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.

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