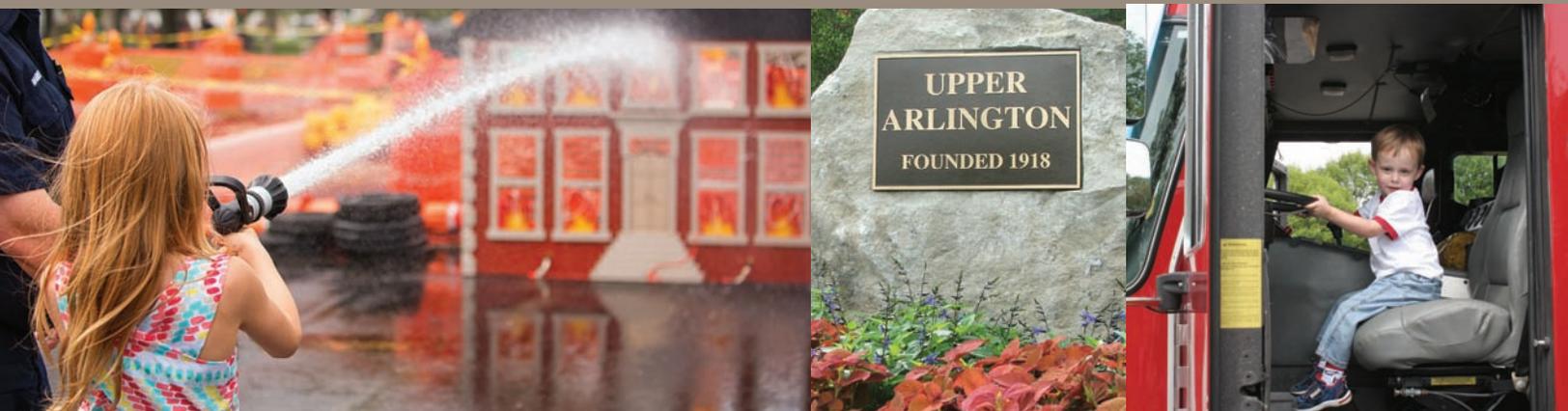




CITY OF | **UPPER**  
**ARLINGTON**



The City of Upper Arlington, Ohio invites your interest in the position of  
*Firefighter*

# Why Upper Arlington?

The City of Upper Arlington is a first-ring, primarily residential suburb of Columbus, Ohio. Founded in 1918, and just under 10 square miles in size, Upper Arlington is called home by more than 33,000 residents, with multiple generations of the same family to be found in close proximity to each other. They value its strong sense of tradition and community, excellent school system, beautiful neighborhoods with mature street trees and the many exceptional safety and City services that are provided.

Over the decades, the community has often been a leader in setting the standard for quality of life expectations. The City boasts an extensive and well-used network of community parks with a rich variety of active and passive recreational opportunities. Community gatherings and celebrations are the standard, not the exception here, including a resident-driven Fourth of July parade and festival, the region's premier one-day arts festival over Labor Day Weekend, summer concerts and more.

## UA Residents



Population



Median Age



Bachelors Degree



Household Income



### Predominant Occupations

- Management/Professional 64%
- Sales/Office 22%
- Service 7%
- Construction 3%
- Transportation/Production 3%



### Unemployment Data

The local unemployment rate for the year was **4.4%** in 2015, compared to a State rate of 5.2%. Data from previous years indicates that the local rate typically runs approximately 1% below the State average.

## Location



Upper Arlington is a premier suburb found in the heart of Central Ohio, with easy access to The Ohio State University, the 315 corridor, Battelle, major research hospitals, shopping districts such as Polaris and Easton and much more.

## City Services



**Police Safety Services:**  
patrol, communications, detective bureau, community relations and education



**Fire Safety Services:**  
fire, emergency medical services, fire prevention and inspections, community relations and education



**Public Service:**  
engineering, streets maintenance/signage, snow removal, leaf collection, street and traffic lights, storm sewer and sanitary sewer maintenance



**Parks & Recreation:**  
parks maintenance, youth/adult senior programming, special events, cultural arts, aquatics, tennis, forestry, community beautification



**Community Development:**  
planning and zoning, building inspections, code compliance

Upper Arlington rated the best place to live in Ohio (*Niche.com, July 2016*)

# The Position

## Job Responsibilities:

Under general supervision of the Lieutenant, performs fire suppression, prevention, fire investigation, emergency medical, recordkeeping, facility, equipment, supplies, and continuing education functions; performs other related duties as required. **Salary Range: \$48,866–\$77,062**

## Essential Functions:

1. Performs fire suppression and prevention functions; makes openings in burning buildings for ventilation and entry; responds to fire alarms; lays and connects hose lines; operates nozzles directing water streams; operates portable chemical fire extinguisher, axes, claw tools, and other equipment; performs salvage operations at fire scenes (e.g., covering furniture, mopping floors, cleaning debris, etc.); drives and operates all vehicles (e.g., pump and ladder trucks, aerial bucket truck, automobiles, etc.); operates fire suppression equipment; raises and climbs ladders; prevents the spread of fire and protects property from water damage; tests fire hose for condition and strength; tests fire hydrants for flow, pressure, condition, accessibility, and location; assumes command of fire or emergency scene in absence of an officer (e.g., evaluates situation, determines appropriate methods and procedures to be used, directs and coordinates activities of firefighters and other agencies on scene, etc.); administers pre-fire planning program (e.g., pre-attack plans, target hazards, etc.); communicates with dispatcher and safety personnel in person and via two-way radio.
2. Performs emergency medical functions; responds to rescue calls; performs fire and emergency rescue activities; removes persons from emergency situations; administers emergency first-aid treatment to injured persons; stabilizes injured or ill persons; administers cardiopulmonary resuscitation; operates emergency medical equipment.
3. Performs fire investigation functions; investigates fires of suspicious or undetermined origin; communicates with owners, tenants, known adversaries of owners or tenants, neighbors, etc.; searches fire scenes for clues and evidence; reconstructs fire origin and traces fire patterns; secures fire scenes.
4. Performs recordkeeping functions; prepares periodic reports for external agencies (e.g., news media); maintains record of work completed; maintains inventory records.
5. Performs facility, equipment, and supplies functions; performs periodic inspections of facility and equipment; maintains inventory of equipment and supplies; performs preventative maintenance, minor repairs, and routine cleaning and maintenance of facility, grounds, and equipment.
6. May assist the state Arson Investigator in performing fire investigations functions; requests data and information checks by police department; prepares and maintains documentation of investigations; testifies in court; collects, records, and preserves evidence for laboratory analysis; utilizes a variety of investigative equipment to perform duties.
7. Maintains licenses and certifications as required, if any.
8. Demonstrates regular and predictable attendance.
9. Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.
10. Performs other duties as required.

## Benefits

- Option Between Two Health Insurance Plans: (1) a PPO or (2) an HSA qualifying health plan
- Dental Insurance
- Vision Insurance
- City Provided Life Insurance & Optional Supplemental Life Insurance
- Voluntary Pet Insurance
- Paid Vacation
- Paid Sick Leave
- Paid Personal Leave
- Paid Holidays

## Licensure or Certification Requirements

Possession of or ability to obtain level II fire training certification; State of Ohio EMT-P certification at time of appointment; possession of a valid state of Ohio motor vehicle operator's license and maintain insurability under the city's vehicle insurance policy.

## Knowledge, Skills & Abilities

(\* indicates developed after employment)

**Knowledge of:** \*firefighting principles, practices and safety; tools, equipment and instruments \*utilized in firefighting operations; \*geographical layout of municipality; \*emergency medical practices and procedures; \*operation or utilization of emergency medical equipment and materials; routine custodial and building and grounds maintenance methods, procedures and equipment; city fire safety codes; inspection techniques; \*public relations; department policies and procedures.

**Skill in:** motor vehicle operation; use and operation of a wide variety of fire apparatus and equipment; computer operation; communication and paging equipment.

**Ability to:** exercise sound judgment under stressful circumstances; perform heavy manual tasks for varied periods of time under possibly dangerous conditions; follow oral and written instructions; develop and maintain working relationships with associates and the general public; detect minor equipment malfunctions and determine proper method of repair; collect, analyze, interpret, and record data; identify existing or potential problem areas and recommend corrective measures; communicate effectively in verbal form; demonstrate physical endurance; perform heavy manual labor for extended periods of time in often adverse conditions; travel to and gain access to work site.

"I've always been attracted to working in local government because of the tangible nature of the work and the opportunity to have a meaningful impact on the lives of individuals. Upper Arlington is a fantastic place to work, with residents that care deeply about their community, and staff that work incredibly hard to maintain a high-level of service for citizens within Upper Arlington."

*Dan Ralley, Upper Arlington's Assistant City Manager*



## How to Apply

- Interested candidates should register to test with the National Testing Network, at [www.nationaltesting.com](http://www.nationaltesting.com).
- Once the test has been completed—between January 2 and February 28, 2017—send test results to the City of Upper Arlington, at [hr@uaoh.net](mailto:hr@uaoh.net).
- The top scoring candidates will then be invited to the next phase in the process, which will include completing an employment application.

## Recruitment Schedule

*The City of Upper Arlington is now accepting applications for the position of Firefighter. Here is a look into our tentative Recruitment Schedule:*

- The testing period for applicants will be between January 2-February 28, 2017
- The next phase in the selection process will begin in March
- Direct questions on the written exam to National Testing Network, 1-866-563-3882



CITY OF | **UPPER ARLINGTON**

**Human Resources Division**  
3600 Tremont Road | Upper Arlington, Ohio 43221  
Phone: 614.583.5044 | [www.uaoh.net/careers](http://www.uaoh.net/careers)