

FIREFIGHTER/PARAMEDIC
CITY OF NORTH ROYALTON

A Civil Service Commission competitive entrance examination will be given to ESTABLISH AN ELIGIBILITY LIST for the position of FIREFIGHTER/PARAMEDIC. Salary - \$47,096.00 plus benefits. Written examination will be given on **Wednesday, APRIL 22, 2009 at 7:00 p.m.** at the North Royalton High School, Cafeteria #2, 14713 Ridge Road, North Royalton. Proper identification (Drivers License/picture I.D.) required for admittance.

Applications may be picked up at North Royalton City Hall Mayor's Office, 13834 Ridge Road, North Royalton, Ohio weekdays between the hours of **9:00 a.m. and 4:00 p.m.** Monday, March 30, 2009 – Friday, April 10, 2009. APPLICATIONS ARE NOT MAILED OUT. Completed applications with all necessary attachments must be returned, IN PERSON, by the **deadline date of April 10, 2009, 4:00 p.m.** with a non-refundable filing fee of \$25.00.

QUALIFICATIONS: Must be a U.S. citizen; possess a valid Drivers License; possess a High School Diploma or equivalent (ie. G.E.D.); must be a minimum of 18 years of age. **ALL APPLICANTS must be a CERTIFIED PARAMEDIC (State of Ohio or National Registry) at time of filing application.** Individual must retain Ohio Paramedic certification for duration of employment with the City. Applicants must present current Physical Agility Test Certification from Tri-C Fire Academy. If you do not possess a certificate, contact 216-987-5429 to schedule for the April 5, 2009 test (deadline April 1st).

Candidates must achieve a minimum passing grade of 70% on the written exam. Applicants achieving the minimum passing grade will receive extra credit upon proof presented as defined in the Application Packet. Any candidate eligible for consideration for appointment must submit to polygraph exam and background investigation, must pass a psychological exam and medical exam (including drug testing). Additional required information may be found at **www.northroyalton.org**.

All individuals appointed to a position in the North Royalton Fire Department shall be a resident of the area bounded by Interstate 480 to the North; U.S. Route 21 to the East; Route 18 to the South; and Route 252 to the West within one year after the members date of hire.

An Equal Opportunity Employer.

Timothy Lewandowski, President
North Royalton Civil Service Commission

Plain Dealer: March 22, 2009; March 23, 2009; March 25, 2009

FIREFIGHTER/PARAMEDIC APPLICANTS:

YOUR APPLICATION PACKET CONTAINS THE FOLLOWING:

- [1] Application
- [2] Notice of Examination
- [3] Applicant Notice
- [4] Excerpts from:
 - (a) North Royalton Civil Service Commission Rules and Regulations
 - (b) Current Collective Bargaining Agreement between the City of North Royalton and the International Association of Firefighters Local 2156
 - (c) North Royalton Codified Ordinances
 - (d) Fire Department Job Descriptions

WHEN FILING YOUR APPLICATION, THE FOLLOWING MUST BE ATTACHED:

*****MAKE SURE ALL YOUR DOCUMENTS ARE COPIED; NO COPYING WILL BE DONE AT TIME OF FILING**

- [1] Application
- [2] Copy of valid Drivers License
- [3] Applicant must submit copy of valid Paramedic Certification (State of Ohio or National Registry) at time of filing application.
- [4] Applicant must submit copy of valid Physical Agility Test Certificate from Tri-C Fire Academy at time of filing application.
- [5] If you have Military Time - Copy of Dept. of Defense DD214 Discharge (showing Honorable Discharge)
- [6] If you have a College Degree in Fire Technology - Copy of Degree and/or Official College/University Transcript showing degree earned (equivalent to Cuyahoga Community College [Tri-C] Courses in Fire Technology)
- [7] If you have proof of successful completion and State Certification in State of Ohio 240 Basic Firefighter Course attach copy at time of filing application
- [8] \$25.00 NON-REFUNDABLE Fee must be paid at time of filing application

**FILING DEADLINE IS: FRIDAY, APRIL 10, 2009, 4:00 P.M.
NO APPLICATIONS WILL BE ACCEPTED AFTER THAT DATE AND TIME**

IT IS YOUR RESPONSIBILITY TO MAKE SURE ALL THE REQUIRED ITEMS ARE ATTACHED WITH YOUR APPLICATION AND TO REMEMBER THE DATE OF TESTING - NO NOTICES WILL BE MAILED OUT. YOU MUST NOTIFY THE COMMISSION, IN WRITING, OF ANY ADDRESS OR PHONE NUMBER CHANGE. FAILURE TO DO SO WILL RESULT IN YOUR NAME BEING REMOVED FROM THE ELIGIBILITY LIST. ANY QUESTIONS, CONTACT THE COMMISSION SECRETARY AT 440-237-5686, EXT. 102.

PLEASE READ CAREFULLY

- AGE: Minimum of 18 years of age.
- RESIDENT: All members appointed to a position in the Fire Department shall be a resident of the area bounded by Interstate 480 to the North; U.S. Route 21 to the East; Route 18 to the South; and Route 252 to the West within one year after the members date of hire.
- CITIZENSHIP: Applicants must be citizens of the United States. If foreign born, proof of citizenship shall be submitted upon request.
- DRIVERS LICENSE: Applicants must have a valid Drivers License. Each applicant shall submit a copy of same at time of filing application.
- EDUCATION: Each applicant must have a High School Diploma or equivalent (ie. G.E.D.).
- PARAMEDIC REQUIREMENT: All applicants must be a Licensed Paramedic (State of Ohio or National Registry) per the North Royalton Civil Service Commission and shall maintain Paramedic Certification for the duration of employment with the City. (copy of job description attached for reference). Copy of Paramedic Certification shall be submitted at time of filing application.
- CREDITS: Credits will be given as defined in the North Royalton Civil Service Commission Rules and Regulations, at the discretion of the Civil Service Commission, when the applicant achieves at least the minimum passing grade of 70%. Credits are as follows:

- [1] Military Services - copy of Department of Defense Form (DD214) Discharge (honorable) required at time of filing application.
- [2] College Degrees in Fire Technology (equivalent to Cuyahoga Community College (Tri-C) Course in Fire Technology) - copy of degree and/or official letter from College or University stating degree earned in Fire Technology required at time of filing application.
- [3] 240 Hour Basic Firefighter Course - copy of State Certification required at time of filing application.

(Copies of the above Civil Service Commission Rules and Regulations sections are attached for your reference.)

- PHYSICAL EXAMS: Qualified candidates will be subject to and must pass strict physical examination (cardiovascular and pulmonary diseases) and drug testing by qualified physician prior to appointment.
- PSYCHOLOGICAL TEST: Qualified candidates will be subject to and must pass psychological testing by qualified psychological testing agency prior to appointment.
- POLYGRAPH EXAMS: Qualified candidates will be subject to polygraph (lie detector) examination by a qualified polygraph operator.
- FEE: A \$25.00 NON-REFUNDABLE filing fee is due at time of filing application.
- AGILITY TESTING: Applicants must possess valid Firefighters Physical Agility Test Certificate from Cuyahoga Community College (Tri-C) in order to take the written examination. Applicants shall be responsible for taking this test, at their own expense, on their own initiative. **Next Physical Agility Test is scheduled for Sunday, April 5, 2009 (you must be pre-registered and pre-paid to take the test); contact Tri-C Fire Academy at 216-987-5429 to register.** Copy of certification must be submitted at time of filing application.
- INVESTIGATION: All candidates will be subject to strict background investigations of social activities, employment, schooling, memberships and other activities that might reflect upon the candidate's qualifications for appointment.
- ADDITIONAL BACKGROUND INFORMATION: Applicants passing the written test with a minimum passing grade of 70% must submit to a polygraph test, oral interviewing, and shall be required to submit additional background information upon investigation by a qualified agency on forms that will be provided at that time. Qualified candidates must pass a psychological examination, doctor's physical and drug testing prior to appointment.
- APPLICATIONS: Applications must be picked up and filed in person (no applications accepted by mail, fax or e-mail) at the North Royalton City Hall Mayor's Office, 13834 Ridge Road, North Royalton, OH 44133 weekdays between the hours of **9:00 a.m. and 4:00 p.m. Monday, March 30, 2009 – Friday, April 10, 2009.**
- FILING DEADLINE: NO APPLICATIONS WILL BE ACCEPTED FOR FILING AFTER: **FRIDAY, APRIL 10, 2009, at 4:00 P.M.**
- WRITTEN TEST DATE AND LOCATION: The written test will be given on **Wednesday, APRIL 22, 2009 at 7:00 p.m.** at the North Royalton High School, 14713 Ridge Road, North Royalton, OH. Applicants are to report to the High School Cafeteria #2 and must present proper identification (Drivers License or picture I.D.) for admittance. Test administered by Daniel T. Clancy & Associates.

WAGES: Effective first full pay period in January 2009:

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|------------------------------|-------------|
| First 12 months (Probation) | \$47,096.00 |
| Second 12 months (Probation) | 48,911.00 |
| Third 12 months | 55,521.00 |
| Fourth 12 months | 59,064.00 |
| Thereafter | 62,619.00 |

OVERTIME: Time and one half; optional in cash or time off.

HOSPITALIZATION: Hospitalization and dental care as per contract; vision care annually as per contract.

CLOTHING: Uniform allotment to be issued within 30 days of hire. Thereafter, \$1,000.00 per year payable as follows: \$500.00 issued with first paycheck in January and \$500.00 with first paycheck in July of each year.

LONGEVITY: Beginning after five years of full-time service, \$100.00 per year longevity paid annually the first pay period ending after the anniversary date of hire up to the maximum of \$1,500.00.

SICK LEAVE: Sick leave accumulated at the rate of 4.6 hours of each 80 hours worked.

PAID HOLIDAYS: Ten paid holidays as per present Union Contract.

VACATION:

| | |
|----------------|----------|
| After 1 year | 5 Tours |
| After 5 years | 7 Tours |
| After 10 years | 10 Tours |
| After 15 years | 12 Tours |
| After 20 years | 15 Tours |

DEATH BENEFIT: \$15,000.00 Life Insurance Policy.
Other benefits are paid by the Public Safety Officers Benefits Program under the Law Enforcement Assistance Administration.

WORK WEEK: 49.8 hours, rotating shifts or as assigned by the Chief of the Fire Department. Holidays worked when scheduled.

RETIREMENT: Liberal retirement system. State of Ohio, Police and Firemens Pension Plan.

TRAINING: All appointees must attend and pass the State of Ohio 240 Basic Firefighter Course within the first year of appointment. All appointees must be a Licensed Paramedic (State of Ohio or National Registry).

PROBATIONARY PERIOD: All newly hired employees in the Fire Department (as a Firefighter/Paramedic) will be required to serve a probationary period pursuant to the current Collective Bargaining Agreement. Paramedic certification must be maintained for the duration of employment with the City.

***SALARY AND BENEFITS SUBJECT TO CHANGE

NORTH ROYALTON CIVIL SERVICE COMMISSION
PHYSICAL AGILITY TEST FOR FIREFIGHTER/PARAMEDIC

The Civil Service Commission does not conduct a Physical Agility Test for Firefighter/Paramedic. The Commission accepts current Certification of the Physical Agility Test for Firefighter administered by Cuyahoga Community College (Tri-C) Fire Academy.

In order to take the written examination, each applicant must present current Physical Agility Test Certification from Tri-C Fire Academy (certificates valid for one year). **Next Physical Agility Test is scheduled for Sunday, April 5, 2009 (you must be pre-registered and pre-paid)**. Those needing to take the test (at applicant's expense) should contact Tri-C Fire Academy at 216-987-5429. A copy of the certificate must be submitted at time of filing application.

Yours truly,

North Royalton Civil Service Commission

Timothy Lewandowski, President
Joseph Sadie, Secretary
Edward Chessar, Member

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