

JOB POSTING

Vacancy Announcement June 13, 2023

Application period open until filled.

Department: Lewistown Fire Department

Position Title: Firefighter / NREMT

Wages: Starting wage will be \$22.63 per hour with City benefits. Wages, hours and assigned shifts are commensurate with collective bargaining agreement.

Minimum Qualifications: Graduation from high school or its equivalent; certified as a NREMT-B; must possess a valid driver's license; must be able to obtain endorsement to operate all fire department apparatus within six months of appointment; must meet all requirements of the current job description; must reside within city limits of Lewistown within 60 days of appointment.

Principal Duties: Under general supervision, responds to alarms and other emergency calls to protect life and property; performs fire suppression, EMS, rescue, and other emergency services as directed; drives and operates fire apparatus and equipment; participates in fire prevention programs to include inspections, station, equipment, and apparatus maintenance; training activities and other duties as assigned.

Hours of Work / Schedule: Hours of work and scheduling shall be commensurate with collective bargaining agreement.

Required Skills / Abilities: Shall meet statutory requirements of the position; must be physically capable of performing strenuous physical activity in hazardous environments; must possess knowledge and skills of firefighting, rescue, emergency medical service, firefighting equipment, and apparatus; ability to follow orders and achieve assigned tasks satisfactorily.

Selection Process: Evaluation of application and resume, background check, written examination, physical agility course, oral interview, and physical examination.

If interested in this position, submit a letter of interest (**to include an explanation on how you meet the posted minimum qualifications**), deliver or send the completed fire department application and current resume, to the Lewistown City Office, 305 W. Watson, Lewistown MT 59457, addressed to Fire Chief James Jensen. Preference will be given to those that apply by June 27th by 5:00 P.M.

An application and job description for this class title is available at the Lewistown City Office. (406)535-1760.

The City of Lewistown reserves the right to re-advertise this position if it is deemed, that there are not enough qualified applicants to select from.

**Lewistown Fire - Rescue
Position Descriptions**

Class Title: Firefighter / NREMT

Accountable To: Fire Chief

Primary Objective of Position: Under general supervision, responds to alarms and other emergency calls to protect life and property; drives and operates firefighting equipment; participates in fire prevention programs, including inspections, station and equipment maintenance, and training activities; work varies requiring individual judgment within prescribed standards and procedures.

Essential Job Functions: Shall meet all of the statutory requirements of the position; must possess knowledge and skills of firefighting, suppression, and prevention; physical requirements include climbing while carrying up to 60 pounds, working under stress, walking, lifting up to 100 pounds (greater with assistance); pulling, tugging, bending, stooping, and using self contained breathing apparatus; must have ability to visually analyze and communicate orally; contact with unpredictable and uncontrollable physical conditions and hazards requiring the use of proper safety equipment and procedures to prevent injury.

Major Areas of Accountability and Performance: Responds to alarms and assists in the suppression of fires, including rescue, entry, ventilating, and salvage work; drives and operates all fire apparatus, maintains fire apparatus and other assigned equipment to be ready to respond to an emergency and perform effectively; participates in continual training and instruction programs through individual study of technical matters and attendance at scheduled drills and classes to assure an effective and efficient program of fire suppression, prevention, protection, rescue, and emergency medical treatment services; assists in the development and maintenance of pre-fire plans for commercial and industrial buildings; makes every attempt to respond to emergencies while off duty.

Assists in conducting weekly inspection of all equipment and maintain records of equipment inspection, repair, and related data; assists with department staffing and development of standard operating procedures; assists in the development of the department budget; responds to medical emergencies and hazardous materials incidents as appropriate; performs other related duties as assigned.

Prepares daily incident and equipment reports; responsible for equipment and facilities requiring care to assure against breakdown or deterioration; contacts with fellow employees and the public is frequent and involves communication of complex information; position requires employee to perform a multitude of physical movements; exposure to uncontrollable environmental conditions normally associated with fires, hazardous materials, and emergency medical treatment.

Supervision-Responsibilities for work of others: Generally, none. However, at times may assume crew leader position during operations; may train new employees or part paid department personnel.

Education, Training and Experience Requirements: Graduation from high school or its equivalent, must be a certified NREMT in the state of Montana; must be able to obtain endorsements to operate all fire department apparatus within six months of appointment; possess a valid Montana operator's license; computer skills desirable.

Examples of Performance Criteria and Qualifications: Develops, maintains and applies a thorough working knowledge of modern firefighting methods, principles, and practices of fire prevention and suppression; and develops a working knowledge of new apparatus and equipment;

Reacts calmly and decisively in emergency situations;

Develops and presents effective oral and written communications;

Establishes and maintains effective working relationship with fellow employees, the public, and other agencies;

Assures that adequate and thorough records are maintained of fire department activities, pre-fire planning, condition and status of all equipment, and building conditions within the jurisdiction;

Participates in mandatory training programs based upon what the firefighter needs to maintain proficiency, sets personal goals, becomes knowledgeable regarding city geography, water distribution system, water source locations, and becomes familiar with rural district roads and water sources;

Assists in conducting weekly inspections of equipment and assists in repairs as needed;

May perform other duties as assigned.

Must reside within the city limits of Lewistown, within 60 days of the appointment.

James Jensen
Fire Chief
Lewistown Fire / Rescue

AUTHORIZATION TO RELEASE INFORMATION

TO

CITY OF LEWISTOWN, MONTANA

I am an applicant for a position with the City of Lewistown. I am required to furnish information which the City of Lewistown may use in determining my moral, physical and mental qualifications. In this connection, I hereby expressly authorize release of any and all information which you may have concerning me, including information of a confidential or privileged nature.

I hereby release the City of Lewistown with which I am seeking employment and any organization, company, institutions or persons furnishing information to the City of Lewistown as expressly authorized above, from any liability for damage which may result from furnishing the information requested.

Date: _____ 20____ Signature _____

Print Full Name: _____

Date of Birth: _____

Present Address: _____

(Street)

(City)

(State)

(Zip)

CRIMINAL CONVICTIONS (List any criminal convictions you have had as an adult.)

List States that you have lived in or visited: _____

Official use only

No Record Found

Unescorted Access Approved

Unescorted Access Denied

Driver History found

Yes

No

EMPLOYMENT PREFERENCE FORM

Name

Position Applied For

Job Title

Position No.

Department Name

The Montana Veterans' Public Employment Preference Act and Persons with Disabilities Public Employment Preference Act allow eligible applicants to request a hiring preference when applying for a position with a public employer. Applying for a preference is **voluntary**, and all information related to a preference will be **kept confidential**. Public Employers will only use this information during the hiring process and will maintain the information in a separate confidential file. Applicants who wish to claim an employment preference must complete and return this form along with their completed employment application.

Applicants requesting preference must provide the appropriate documentation along with their application to verify eligibility.

Contact the local Job Service Workforce Center for details on veterans' preference or the local Montana Vocational Rehabilitation Services Office for details on obtaining a disability preference certification.

1. To claim **Veterans' Employment Preference** you must be a U.S. Citizen and (check one of the boxes below):

A Veteran, if

1. you were separated under honorable conditions, **AND** you served more than 180 consecutive days of active federal military duty other than for training in the Army, Air Force, Navy, Marines, or Coast Guard or were a member of the reserves who served on federal military duty during a period of war or in a campaign or expedition for which a campaign badge is authorized.
2. You are or were a member of the Montana Army or Air National Guard who satisfactorily completed a minimum of 6 years service in armed forces, the last 3 of which have been served in the Montana Army or Air National Guard.

A Disabled Veteran, if

1. you were separated under honorable conditions from military duty, **AND**
2. you have an established Armed Forces service-connected disability **OR** are receiving compensation, disability retirement benefits, or pension from the U.S. Department of Veterans Affairs or military department, **OR** you have received a Purple Heart.

The spouse of a disabled veteran if the veteran's disability prevents him or her from working.

The unremarried surviving spouse of a veteran or disabled veteran.

The mother of a veteran, if

1. the veteran died under honorable conditions while serving in the Armed Forces, or the veteran has a service-connected, permanent, and total disability, **AND**
2. your spouse is totally and permanently disabled, **OR** you are the unremarried widow of the father of the veteran.

2. To claim **Montana Persons with Disabilities Employment Preference**, you must be (check one of the boxes below):

A person with a disability certified by DPHHS, **OR**

The spouse of a totally (100%) disabled person certified by DPHHS **AND** have resided continuously in Montana for at least 1 year immediately before applying for employment.

3. **In the box below, check the attachment you have included to document your eligibility for employment preference.**

DD-214 showing the character of discharge

Service-connected disability letter

DPHHS Disability Certification

A document issued by the Office of the Adjutant General of the Montana National Guard certifying service

SIGNATURE (typed or written):

DATE SIGNED:

Physical Agility Course:

Participants must sign a consent form prior to taking the agility test.

Participants will have their Blood pressure and Pulse checked before and after participating in the agility test.

Participants will don a turnout jacket, helmet, gloves and a SCBA tank to be worn throughout the agility test.

This agility test must be completed in 6 (Six) minutes or less.

Station 1. Ladder Raise – The participant must raise a 16-foot roof ladder from the ground to an upright position then move to an already upright 28-foot extension ladder and by using the hand-over-hand technique raise and lower the fly section all the way up and all the way down making sure that the ladder does not fall freely to the ground. Participants must complete this station before advancing to the next station.

Station 2. Farmers Carry – The participant must carry a K-12 Rescue saw and chainsaw through a serpentine course of cones 45 feet. Participants must complete this station before advancing to the next station.

Station 3. Sled drag– The participant must drag a sled with 180 pounds 150 feet to simulate pulling 200 feet of 2 ½ inch hose. Participants must complete this station before advancing to the next station.

Station 4. Hose carry – The participant must pick up a hotel pack of 1 ¾ hose and carry it to a marked area 60 feet. Participants must complete this station before advancing to the next station.

Station 5. Hose Pull – The participant must pull a 1 ¾ hose with a tire attached 60 feet until it crosses the designated line. Participants must complete this station before advancing to the next station.

Station 6. Hammer Sled – The participant must move the stock from one end of the sled to the other and back to its starting point by using an 8-pound sledgehammer. The participant must complete this station before advancing to the next station.

Station 7. Attic Crawl – The participants must crawl on their hands and knees in a figure 8 pattern through the mock attic. Participants must complete this station before advancing to the next station.

Station 8. Manikin Drag - The participant must drag the manikin backward for 50 feet, turn around and drag the manikin 50 feet back. Spotters will walk behind the participant for safety. The participant must complete this station to continue in the recruitment process.

After completing the physical agility portion of the recruit testing two (2) other stations must be completed. These will also be completed wearing a turnout jacket, gloves, helmet, and SCBA tank. There is no time limit for these stations.

1. The participant must climb the 75-foot Aerial Ladder, the participant will be belayed off with a rope in case of a slip or a fall. Participants must complete this station to continue in the recruitment process.
2. The participant must enter door A and make their way through a maze and exit door B. For this station, the participant will be wearing an SCBA mask that has been blacked out to represent the darkness firefighters encounter when entering a smoke-filled environment. Participants must complete this station to continue in the recruitment process.