

\*\*\* REVISED 9/1/2021 \*\*\*



## TOWN OF COLLIERVILLE POSITION VACANCY

**OPEN TO:** General Public

**Special application required. You must either see Human Resources Personnel for the application packet or download the application from the website. Incomplete applications will not be processed!**

**TITLE:** Firefighter-AEMT (multiple positions)

**LOCATION:** Fire Department

**OPENING DATE:** July 8, 2021

**CLOSING DATE:** Until Filled

**JOB NUMBER:** JN21-66CF

**FLSA STATUS:** Non-Exempt

**SALARY RANGE:** \$43,560 - \$47,916 (DOQ) annually with *excellent benefits package*

**PRIMARY FUNCTION:** The purpose of this classification is to perform entry level firefighting and basic level emergency medical assistance work in combating, extinguishing, and preventing fires, and in responding to medical emergencies that is designed to help the Town’s Fire Department respond effectively to fires, medical emergencies, natural disasters, and man-made emergency situations.

**QUALIFICATIONS:** Must possess High School diploma or GED with course concentration in the physical sciences or industrial arts; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for the job. Possess and maintain Firefighter I Certification as issued by the Tennessee Commission on Firefighter Standards and Education; Firefighter II Certification preferred. Must possess and maintain Advanced EMT license as issued by the Tennessee Department of Health and Environment. Must successfully pass the Town of Collierville pre-employment verification and the State of Tennessee Advanced Emergency Medical Technician requirements. Must not have been convicted of a felony. Must not have been convicted of a Class A or Class B misdemeanor within 36 months of hire. Veterans must possess an ‘Honorable’ discharge from any Military Service. Must establish and maintain their actual bona fide residence east of the Mississippi River within a distance no greater than thirty (30) miles from the Town’s corporate limits. Town of Collierville employees must not be on any departmental disciplinary probation. Must be 21 years of age at time of hire.

**SPECIAL REQUISITES:** Must attach copies of current certifications and licenses with your application. Applicants must meet ‘minimum entry requirements’ that are listed separately in each application packet.

**LICENSES:** Valid Motor Vehicle Operator’s License (to drive Fire Apparatus) at the time of hire.

**NOTES:** Tasks require the regular and sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that generally involves lifting, carrying, pushing, and/or pulling of heavy objects and materials (exceeding 50 pounds). Selection process may include: examinations, interviews, assessment centers, practical skills, etc. Drug testing may be required.

**WE REGRET WE ARE UNABLE TO ANSWER ALL INQUIRIES. WE WILL ONLY NOTIFY CANDIDATES SELECTED FOR TESTING OR INTERVIEWS.**

**APPLY:** Human Resources Office, 500 Poplar View Parkway, Collierville,

**NOTES:** Please submit a new application each time you apply for a Town job. Pursuant to Tennessee open records law, applications and resumes are subject to disclosure.

THE TOWN OF COLLIERVILLE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE INHIRING. MINORITIES, WOMEN AND DISABLED ARE ENCOURAGED TO APPLY. IF YOU HAVE A DISABILITY AND REQUIRE SPECIAL ACCOMMODATIONS DURING THE SELECTION PROCESS, PLEASE NOTIFY THE HUMAN RESOURCES OFFICE AT (901) 457-2290. THE TOWN OF COLLIERVILLE IS A DRUG FREE WORK PLACE.