

ANNOUNCEMENT

The Bellefontaine Civil Service Commission announces a multi-step competitive examination to establish a Civil Service Eligibility List for the position of full time, FIREFIGHTER- PARAMEDIC in the Bellefontaine, Ohio Fire Department. This examination includes a physical capability test, a written test, a video based test and an oral interview.

Application packets can be picked up in the Safety-Service Director's office during normal business hours 7:30 A.M. - 4:30 P.M. at 135 N. Detroit St. Bellefontaine, Ohio, 43311.

Applications and related documents, must be completed and returned to the Safety- Service Director's office by 4:30 P.M. January 12, 2018.

Application forms must be filled out in ink or be typed and shall be completed and signed by the applicant in the applicant's own handwriting and sworn. A \$10 application fee must accompany the application. Upon attendance at the written and video tests, the \$10 application fee will be refunded.

To be eligible for this examination, applicants must be eighteen (18) years of age or older. Applicant must be a United States Citizen.

On receipt of a completed, sworn application with full supporting documentation, the Commission will grant the applicants permission to take the written and video based test. **The written/video Examination will be held on January 27, 2018 at 08:30 A.M.,** in the Council Chambers located on the second floor of the City Building, 135 N. Detroit St, Bellefontaine, Ohio. The written examination will be administered by personnel from the Miami Valley Fire and EMS Alliance and the test will be from the National Testing Network- Fire Teams test. The twenty highest scoring applicants will move on to the candidate physical ability test (CPAT). The Miami Valley Fire and EMS Alliance will be offering the CPAT. CPAT Applicants will be notified of their exact time for their opportunity to take the CPAT. The CPAT test is pass/fail. The top 10 candidates that pass will move on to the oral interview. Oral interviews will be scheduled at a later date.

Applicants that have previously and successfully taken the CPAT, please contact the Fire department for further instructions. CPAT test results will be honored for one year prior to the close of the testing session. The CPAT test session is an 8 week session and will be announced after the written test.

Applicants must score at least 70% on the math, reading and combined overall score. Applicants must also score 65% on the mechanical and 75% on the human relations tests. Applicants must score at least 70% in the oral interview. The oral interview will be conducted by the Service- Safety director, Fire Chief, Civil Service Commission member, or their designees.

All applicants must submit a certificate from a licensed physician certifying that the applicant is free of cardiovascular and pulmonary diseases and is capable of performing the CPAT examination in addition to a signed Waiver of Liability before taking the CPAT.

A copy of applicant's Birth Certificate and High School Diploma or equivalent must accompany application.

Veteran's preference points (20%) shall be given to honorably discharged veterans who receive a passing grade on the written examination. Applicants who desire veteran consideration must file a copy of Certificate of Service or Honorable Discharge with examination application. A copy of any certification(s) must also be submitted with the original application to be included in the total point calculation.

Preference points shall also be awarded as follows:

State of Ohio paramedic certification 10%
State of Ohio Firefighter I and II certification 10%
State of Ohio Basic EMT certification 5%
State of Ohio Basic EMT or Intermediate EMT 5%
Preference points shall be limited to 20%.

Following the CPAT, written test and oral interview, an eligibility list will be prepared according to law and names certified to the appointing authority. The proposed appointee will then be required to pass a polygraph and background examination. The background examination shall include the applicant's criminal and driving history. All eligible applicants must sign a Permission for Background Check form and Release for Credit Check form.

Upon passing the polygraph and background exams, the candidate will then be required to pass a physical examination, cardiac stress test and a drug test by a licensed physician designated by the commission, who will certify as to the applicant's physical condition.

After the applicant is appointed as a Firefighter- Paramedic, they will be required to take training and become a Certified Firefighter/Paramedic. The job description a fire/paramedic is enclosed within the application. The eligibility list will be valid for a period of up to two (2) years, and may be terminated at the discretion of the commission.

If two applicants are hired at the same time, the higher total score will determine Fire Department seniority.

Applications have been rejected in the past for the following reasons:

Illegible writing in the application
Incomplete application packets
Untruthful/falsified statements will be immediately rejected
Candidates with criminal histories

Candidates with poor driving records will not be considered for possible hire.
Unable to be certified as a Firefighter/Paramedic in the State of Ohio.

Candidates will have one year from their initial hire date to move into Logan or a contiguous county.

BELLEFONTAINE CIVIL SERVICE COMMISSION

Members,

Joan Haushalter

Mike Hassel

Colton Lowery