

# **HIRING PROCEDURES & EMPLOYMENT BENEFITS**

Wooster Division of Fire

## **PRE-REQUISITES**

1. Minimum age: 21
2. Maximum age: must be hired prior to 36<sup>th</sup> birthday
3. Ohio Paramedic Certification
  - a. Must be certified as paramedic prior to date of hire

## **TESTING PROCEDURE**

1. Written civil service examination
2. Physical agility examination
3. Background examination
4. Computer Voice Stress Analysis [CVSA] examination
5. Psychological examinations and interview
6. Medical examinations and cardiac stress test
7. Interview with the Fire Chief

## **RESIDENCY REQUIREMENT**

1. Must reside in Wayne County within 90 days of appointment
  - a. An additional 90 days may be granted under justifiable conditions

## **REQUIRED SCHOOLS – FIRST YEAR**

1. 240-hour basic fire school at the Ohio Fire Academy
  - a. State of Ohio Firefighter I and II certifications
2. Hazardous Materials – Operational Level certification
3. Quarterly in-house examinations
  - a. Response area streets, roads, schools and churches
  - b. Fire division apparatus and equipment

## **2008 WAGES & BENEFITS**

1. Firefighter/medic annual starting pay: \$42,307.68
  - a. Firefighter/medic annual pay after first year: \$46,252.89
  - b. Firefighter/medic top annual pay after two years: \$55,647.58
2. Overtime rate = 1.78% times regular hourly rate
3. 11 paid holidays and 9.33 kelly days annually
4. City-paid health care with employee contribution
  - a. Single = \$424.58 // Family = \$983.06
5. Flexible medical spending account
  - a. Single = \$350.00 // Married = \$700.00
6. Paid sick leave = 10 days annually
7. Paid vacation after first year of service = 2 weeks
8. City-furnished uniforms and firefighting gear
9. Retirement
  - a. Minimum age: 48
  - b. Minimum years of service: 25

## Wooster Division of Fire General Division Operations & Responsibilities

The Wooster Division of Fire has a total of 43 members: 4 administrative and 39 shift personnel.

Administrative personnel include: 1 fire chief, 1 assistant fire chief, 1 fire inspector, and 1 records officer (civilian). Administrative personnel work Monday to Friday, 8:00 a.m. to 5:00 p.m., at the #1 Fire Station.

There are 3 shifts and each shift is composed of: 1 captain, 2 lieutenants, and 10 firefighters. Each shift maintains a minimum on-duty strength of 10 members total between the #1 and #2 Fire Stations. Fire division shift personnel operate on a 24-hour work shift with a new tour of duty beginning at 7:00 a.m. each day – the equivalent of a 51.7-hour work week (including 9 kelly days per year).

Fire division duties include emergency victim care and all facets of fire suppression and fire prevention work within the jurisdiction of the City of Wooster. The fire division is also under contract with the Wooster Township Fire Department to respond to specific calls within their jurisdiction. The fire division also maintains mutual aid agreements for fire and emergency medical service with all of the fire departments in Wayne County. The fire division responds to 1,000 - 1,100 fire calls and 2,500 - 3,000 squad calls each year.

The Wooster Division of Fire operates out of 2 stations: #1 Fire Station (Headquarters) at 510 North Market Street; #2 Fire Station at 433 East Highland Avenue. Both stations provide emergency rescue squad service and fire suppression service. The fire division maintains a total of 13 emergency vehicles. On first-alarm calls a total of 2 engines, a 100' aerial ladder, and a rescue squad respond from both stations. Various support vehicles also operate out of the #1 Fire Station.