



# ALAMO HEIGHTS

## **FIRE - RESCUE - EMS**

6116 Broadway Alamo Heights, Texas 78209 (210)824-1281 Fax (210)828-3006

### **FIREFIGHTER RECRUIT / PARAMEDIC**

Applications may be obtained from the City of Alamo Heights Fire Department located at 6116 Broadway, Alamo Heights, TX 78209, or from [www.alamoheightsfire.com](http://www.alamoheightsfire.com). Documentation for consideration for employment will be accepted until all positions are filled. Completed documentation for consideration of employment shall be emailed to the designated email address or hand delivered or mailed to the Human Resources Department. For further information, contact the Alamo Heights Fire Department at 210-824-1281 or view the guidelines at [www.alamoheightsfire.com](http://www.alamoheightsfire.com).

#### **Please read this section carefully:**

A criminal history check and a driver's license check will be completed in the first portion of this process. The physical ability and interview process will follow for those individuals selected to move on and will be scheduled according to applicant response. Applicants must meet current city policy in regards to criminal history and driver's license requirements.

**The interview process date and times shall be posted to all applicants that advance.**

#### **Employment Steps:**

1. Application form with all required documents, incomplete applications will be removed from consideration.
2. Driver's license and criminal history check
3. Background check
4. Physical Ability Test
5. Oral interview panel and Chief's interview
6. Chief's conditional job offer
7. Physical Exam and drug test

#### **Minimum Qualifications requirements:**

- Ability to obtain Texas Commission on Fire Protection-Basic Structural Firefighter Certification within 6 months of employment
  - Selected applicants will attend an Academy chosen by the City of Alamo Heights
  - The City of Alamo Heights will pay the academy tuition, books and uniforms
  - Upon obtaining Texas Commission on Fire Protection-Basic Structural Firefighter Certification, the applicant will be upgraded to the position of Firefighter/Paramedic at the salary of \$57,363.00.
- This position has regular full-time City benefits
- Texas Department of State Health Services EMT-Paramedic
- The ability to be covered under the city's vehicle insurance policy and the ability to obtain a Class B exempt license

#### **EMPLOYEE PAY AND BENEFITS:**

**Starting Salary** –\$52,140.00 including 13 paid holidays per year (Plus FLSA overtime pay)

Additional incentives are also available as noted below

Additional Education/Certification Incentive:

- FF Intermediate Cert. - \$600 /year
- Associate Degree - 600 /year
- FF Advanced Cert. - \$900 /year
- Bachelor Degree - \$900 /year
- FF Master Cert – \$1,200 /year
- Masters Degree - \$1,200 /year

Employee Health/Life Insurance - City Paid

TMRS Retirement System –7% - City Matched 2 to 1

ICMA Retirement – Self Contribution

Long Term Disability Insurance - After one Year

Annual leave – 120 hours after probation – New employees can use accumulated time after 6 months of service.

Personal Leave with option of personal leave buy-back for un-used leave - in accordance with City policy.

**The applicant can have none of the following items on his/her record at the time of application:**

- Driving while intoxicated or impaired or under the influence of drugs within 1 year preceding the date of the physical ability examination
- Conviction of a felony or other crime involving moral turpitude
- Any discharge from the Armed Forces other than honorable discharge (Uncharacterized and Entry Level discharges may be accepted on individual basis)
- Two or more traffic violations convictions within 24 months preceding the date of the physical ability examination
- Conviction of a Class A or Class B misdemeanor or its equivalent within the 24 months preceding the date of the physical ability examination
- Suspended drivers License in the past 24 months preceding the date of the physical ability examination

The Alamo Heights Fire & EMS Department is an equal opportunity employer.