JOB OPPORTUNITY

FULL-TIME FIRE LIEUTENANT (INTERNAL ONLY)
Recruitment Open Until Filled

THE POSITION:
Washington Township, Montgomery County, Ohio, is seeking to promote three (3) motivated and progressive firefighters to Lieutenant. Under general direction of a Battalion Chief or Deputy Fire Chief, supervises the day-to-day activities of one or more Fire/EMS companies and participates in the planning, direction and coordination of fire company and/or program activities.

This job posting is to establish an eligibility list for a position of full-time Fire Lieutenant. This list will be established for one year with the option to extend the list up to two (2) six (6) month extensions.

QUALIFICATIONS:
Must be a current full-time firefighter with Washington Township. In addition to the online application, you must attach the following materials in order for it to be considered a complete application: cover letter, resume, certifications and college degree.

For first consideration, required certifications listed below must be attached to your online application by the application deadline. Applicant must possess and attach currently valid copies of the following:

- Associate Degree
- Minimum of five (5) years full-time experience in fire suppression and emergency medical services
- Ohio Firefighter Level II certification
- Ohio Paramedic certification
- Ohio Fire or EMS Instructor certification within one (1) year of hire date
- Ohio Fire Safety Inspector certification
- Hazardous Materials Operations certification
- Valid Advanced Cardiac Life Support (ACLS) certification
- Valid American Heart Healthcare Provider CPR certification
- Other State and Federal certificates, as required
- Successful completion of Montgomery County protocol testing within three (3) months of hire date
- Must become and maintain a qualified driver/operator status for the Washington Township Fire Department within eleven (11) months of hire date
- Any combination of education and experience which provides the necessary knowledge, skills and abilities

Must possess and maintain a valid driver license and remain insurable under the Township vehicle insurance plan.

Preferred qualifications would include a Bachelor’s degree or an Associate Degree in Fire Science or related field and more than five (5) years full-time experience in fire suppression and emergency medical services.

COMPENSATION & BENEFITS:
Salary range is $81,942 to $85,219, plus paramedic and education bonus, and is a non-exempt, bargaining unit position.

APPOINTMENT PROCEDURE:
The selection process will include a review of all submitted materials. The appointment procedure may include written/video tests, assessment centers, interviews, and polygraphs. Candidate may be required to complete a criminal background check, driver license review and personal background investigation. The Fire Chief may waive certain requirements to ensure an adequate candidate pool.

Complete the application online at http://www.washingtontwp.org/jobs and log into ESS and click on Employment Opportunities.

For first consideration, requested materials must be received through our online application website by Saturday, April 4, 2020.

Incomplete application submittals will not be called or considered.

Complete the application online at http://www.washingtontwp.org/jobs and log into ESS and click on Employment Opportunities.

Make sure to click on the Apply tab to apply for the position.

For first consideration, requested materials must be received through our online application website by Saturday, April 4, 2020.

Incomplete application submittals will not be called or considered.
2020 Lieutenant Process

Written Test

1. To be held on Saturday, May 23, 2020, at 0800 hours. Expect the test to take about two hours.
2. Location will be at 8320 McEwen Road, Dayton, Ohio 45458
3. The exam will consist of 100 questions (approximately 30-35 questions per book) from the following books:
   
   Collapse of Burning Buildings: A Guide to Fireground Safety (2nd Edition) by Vincent Dunn (Author). Questions will ONLY come from Chapters 1, 2, 3, 10, 11, 12, 19 and 23

   The New Company Officer by Jason Hoevelmann. Questions may come from the entire book.

   Turn the Ship Around!: A True Story of Turning Followers into Leaders by L. David Marquet. Questions may come from the entire book.

   NOTE: The Department has purchased 10 copies of each book that can be signed out by the candidates. A candidate may only sign out one book at a time. Books can be signed out through Karen Clarke, Monday thru Friday from 0800-1630.

4. Passing score of 70% is required to move forward to the Assessment Center portion of the test. Additionally, only the top nine scores will move forward to the Assessment Center.

5. Once grading is completed the results will be available.
   a. Candidates may review and protest questions from the test in the training room from 1200 hours until 1500 hours on May 23, 2020.
   b. The protest period will end on May 23, 2020, at 1500 hours.

Assessment Center

1. There will be an assessment preview on June 23, 2020 from 1900-2000. Candidates are not required, but encouraged to attend.
2. Will be held on Wednesday, June 24, 2020, at 1000 hours, 8320 McEwen Road. The completion time will be approximately one hour. Candidates will be notified of the times they are to be present.
3. The following testing sections will be considered for the assessment center:

NOTE: Only three of the four exercises will be utilized.

a. **Oral Interview Exercise** – Provides the candidate with an opportunity to present background information supporting their belief that he or she is the best candidate for the position. This presentation typically will identify specific training or tools the candidate has which will help them perform in the position. Pre-identified management questions may be asked of each candidate to find the true profile of the candidate.

b. **Presentation Exercise** – Requires the candidate to take information provided by the examiner, as well as personal knowledge, to develop and verbally present the identified topic. This exercise evaluates the candidate’s corporate knowledge and oral presentation skills.

c. **Fact Finding Exercise (Diffusion)** - Provides some facts and information about an event or issue and then requires a decision or judgment to be made when all of the necessary facts are NOT known. This exercise is designed to measure the candidate’s independence, ability to resolve differences, and interpersonal relations in a conflict.

d. **Fire Scenario Exercise** – The candidate is given a video clip of a known or unknown structure within the district and an assignment as would be in a real situation. The candidate must give reasonable size-up and allocate initial resources to mitigate and control the situation. This exercise examines the candidate’s ability and experience to make rapid and confident decisions for initial fire ground operations and implementation of an incident action plan per NFPA 1021.

**Interviews**

Multiple interviews could be conducted. 
First interviews will be Friday, July 10 with the top candidates advancing to the next step in the process.

**Final Interview**

Thursday, July 23, 2020
**FIRE LIEUTENANT**

**Employment Status:** Full-Time  
**FLSA Status:** Non-Exempt, Bargaining Unit  
**Reports To:** Battalion Chief, Deputy Fire Chief

**Approved:** September 1, 2010  
**Revised:** June 6, 2019  
**Reviewed:** June 6, 2019

**JOB SUMMARY**

Under general direction of the Battalion Chief or Deputy Fire Chief, supervise the day-to-day activities of one or more Fire/EMS companies and participates in the planning, direction and coordination of fire company and/or program activities for Washington Township.

**REPRESENTATIVE LIST OF RESPONSIBILITIES**

This list of responsibilities is representative and is not all-inclusive. Upon request, a reasonable accommodation will be made to enable a qualified individual with a disability to perform these responsibilities.

- Performs all physical and mental functions associated with fire suppression, EMS, fire prevention and station and equipment maintenance activities.
- Administers emergency aid to sick and injured persons including techniques to restore cardio-pulmonary functions.
- Uses equipment such as fire extinguishers, pry bars, hooks, ropes, aerial ladders, power tools and self-contained breathing apparatus.
- Performs as commanding officer of an assigned company or assumes command in the absence of a Battalion Chief.
- Instructs subordinates in fire suppression, rescue, property maintenance and related subjects.
- Plans, coordinates and performs fire prevention and pre-fire planning inspections.
- Works with department training officer to develop a schedule for company level trainings.
- Conducts public education presentations on fire safety and emergency care throughout the community.
- Responsible for maintaining necessary company records and reports.
- Oversees and participates in the maintenance, testing, inspection and upkeep of fire hydrants.
- Assists residents with questions or concerns relating to Fire, EMS and Rescue Operations.
- Responds to Fire and EMS alarms to direct and supervise fire companies in emergency operations.
- Assists in administrative staff activities such as preparation of memos, manuals and budget requests.
- Coordinates company level activities for assigned personnel.
- Plans, organizes, supervises and directs the work of subordinate employees in the fire department.
REPRESENTATIVE LIST OF RESPONSIBILITIES (continued)

- Assigns and directs the work of fire division staff members. Required to assess individual skills and abilities of subordinate employees.
- Evaluates job performance of subordinate employees.
- Enforces the Township’s policies, procedures and work rules with subordinate employees. Makes effective recommendations on employee discipline, including warnings and suspension and participates in discharge decisions.
- Drives legally and safely under all emergency and non-emergency response conditions and operates all fire department vehicles, including ambulances, rescue trucks, pumpers and aerial ladders.
- Uses a personal computer and related software programs to create spreadsheets, reports and correspondence.
- Reads, writes, understands and edits reports, manuals, labels, letters, memos and correspondence.
- Handles confidential information appropriately.
- Understands and follows oral and written instructions.
- Reliability, which includes regular and predictable attendance, punctuality and timely and efficient completion of assigned duties.
- Promotes, gets along and works in a harmonious relationship with others.
- Attends meetings and trainings.
- Conducts safety education, as assigned.
- Effectively supervises all staff assigned.
- Reinforces policies and procedures through correct measures to include progressive discipline and education.
- Plans, organizes, supervises and directs the work of subordinate employees in fire department.
- Other duties as required.

REQUIRED EDUCATION AND EXPERIENCE

- Associate Degree.
- Minimum of five (5) years full-time experience in fire suppression and emergency medical services.
- Ohio Firefighter Level II certification.
- Ohio Paramedic certification.
Required Education and Experience (continued)

- Ohio Fire or EMS Instructor certification within one (1) year of hire date.
- Ohio Fire Safety Inspector certification.
- Valid Advanced Cardiac Life Support (ACLS) certification.
- Valid American Heart Healthcare Provider CPR certification.
- Other State and Federal certificates, as required.
- Successful completion of Montgomery County protocol testing within three (3) months of hire date.
- Squad Leader within the first three (3) months of hire date.
- Driver/Operator within the first eleven (11) months of hire date.
- Any combination of education and experience which provides the necessary knowledge, skills and abilities.

Preferred Education and Experience

- Bachelor’s Degree or Associate Degree in Fire Science or related field.
- More than five (5) years full-time in fire suppression and emergency medical services.

Prerequisite Knowledge, Skills and Abilities

An individual must possess the following knowledge, skills, and abilities before beginning employment:

- Associate Degree.
- Minimum of five (5) years full-time experience in fire suppression and emergency medical services.
- Possess a valid Ohio Firefighter Level II certification.
- Possess a valid Ohio Paramedic certification.
- Possess an Ohio Fire Safety Inspector certification.
- Possess a valid Hazardous Materials Operations certification.
- Possess a valid Advanced Cardiac Life Support (ACLS) Provider certification.
- Possess a valid American Heart Healthcare Provider CPR card.
- Maintains a certificate under Montgomery County, Ohio protocols within three (3) months of hire date.
PREREQUISITE KNOWLEDGE, SKILLS AND ABILITIES (continued)

- Must acquire and maintain a State of Ohio Fire or EMS Instructor certification within the first year of employment.

- Must acquire and maintain a Driver/Operator status for the Township within the first eleven (11) months of hire date.

- Must acquire and maintain Squad Leader status for the Township within the first three (3) months of hire date.

- Maintains all federal and state certifications, as required.

- Must have passed a written and physical testing as designated by the Township.

- Thorough knowledge of the principles, practices, methods and equipment employed in modern firefighting and the emergency medical services.

- Considerable knowledge of emergency medical service, fire suppression, fire hazards and fire prevention techniques.

- Considerable knowledge of the hazards and corresponding safety precautions necessary for the safe performance of assigned duties.

- Must meet knowledge and skill levels of NFPA 1021 “Standard for Fire Officer Professional Qualifications Fire Officer I”.

- Operates a portable or mobile radio in order to direct fire and rescue activities from a fire ground command center.

- Proven ability to prepare and present effectively, oral and written informative communications relating to department activities.

- Exercises considerable independent judgment and discretion carrying out daily operations in support of the department.

- Ability to make spontaneous, consistent, reasoned judgment concerning life and property under extremely stressful conditions, including situations of a life-threatening nature.

- Works cooperatively with subordinates, supervisors and the public under extremely stressful conditions, including situations of a life-threatening nature.

- Proven ability to establish and maintain effectively working relationships with officials, subordinates and the general public.

- Uses a personal computer to create publications, reports and correspondence.

- Strong oral communication and presentation skills. Must be able to listen attentively, organize thoughts, speak and write clearly and professionally, and comprehend written documents.
**PREREQUISITE KNOWLEDGE, SKILLS AND ABILITIES (continued)**

- Excellent self-discipline. Ability to work well without immediate supervision.
- Excellent judgment. Ability to make prompt and accurate decisions, as directed.
- Ability to comply with all Township and job specific safety requirements.
- Must have the ability, under emergency and non-emergency response conditions, to legally and safely drive and operate all fire department vehicles, including EMS vehicles, rescue trucks, pumper and aerial ladders.
- Ability to learn the geography of the Township, location of water mains, fire hydrants and major fire/life safety hazards within the Township.
- Ability to effectively and professionally represent the Township while speaking before groups.
- Ability to perform complex mathematical computations related to fire department operations.
- Ability to teach firefighters the use of all tools and equipment.
- Considerable knowledge of emergency first aid techniques and procedures.
- Ability to perform simple maintenance on fire equipment.
- Ability to work other than normal working hours as necessary.
- Must be able to respond to calls on a regular basis.
- Must have a valid driver's license and remain insurable, without penalty or surcharge, under the Township's vehicle insurance plan.

**DEMONSTRATED KNOWLEDGE, SKILLS AND ABILITIES**

An individual must be able to demonstrate the following knowledge, skills, and abilities after training on the job.

- Associate Degree.
- Minimum of five (5) years of full-time experience in fire suppression and emergency medical services.
- Maintains an Ohio Firefighter Level II certification.
- Maintains an Ohio Paramedic certification.
- Maintains an Ohio Fire Safety Inspector certification.
- Maintains a valid Advanced Cardiac Life Support (ACLS) certification, if required.
DEMONSTRATED KNOWLEDGE, SKILLS AND ABILITIES (continued)

- Maintains a valid American Heart Healthcare Provider CPR certification.
- Must have successfully completed Montgomery County, Ohio standing orders testing within three (3) months of hire date.
- Must have and maintain a State of Ohio Fire or EMS Instructor certification within the first year of employment.
- Maintains all Federal and state certificates as required.
- Must receive qualified Driver/Operator status for the Washington Township Fire Department within eleven (11) months of hire date.
- Must have and maintain a Squad Leader qualification with Washington Township Fire Department within the first three (3) months of hire date.
- Working knowledge of factual information regarding Township, county and state fire codes.
- Considerable knowledge of Township geography, including locations of major fire/life safety hazards including closest water source.
- Knowledgeable of policies and procedures of the Fire Department in general and as they pertain to job duties.
- Exercises considerable independent judgment and discretion in carrying out daily operations in support of the department.
- Considerable knowledge of Emergency Operations Center and related procedures.
- Demonstrates knowledge of Township building, fire and related codes and laws.
- Demonstrates knowledge in assigning and directing work of subordinate staff members.
- Exercises considerable independent judgment and discretion in carrying out daily operations of the Township.
- Strong ability to visually inspect buildings.
- Ability to read and comprehend written instructions, training and directives.
- Ability to comply with all Township and job specific safety requirements.
- Must successfully demonstrate the ability, under emergency and non-emergency response conditions, to legally and safely drive and operate all fire department vehicles, including EMS vehicles, rescue trucks, puffers and aerial ladders.
- Demonstrates the ability to differentiate normal conditions from a potentially hazardous environment.
- Demonstrates the ability to identify sick and injured patients.
DEMONSTRATED KNOWLEDGE, SKILLS AND ABILITIES (continued)

- Demonstrates the ability to differentiate between safe and unsafe conditions.
- Demonstrates the ability to open and close valves.
- Demonstrates the ability to read and inspect gauges.
- Wears and effectively uses all protective firefighting gear, including service boots, self-contained breathing apparatus, protective headgear, and fire resistant hood, gloves, coats and pants while performing firefighting activities.
- Demonstrates leadership through professionalism and participation.
- Any other skills, and abilities and knowledge required as the job changes.

PHYSICAL REQUIREMENTS

Upon request, a reasonable accommodation will be made to enable a qualified individual with a disability to perform these requirements.

- Uses fingers/hands/arms frequently.
- Lifts, carries and pushes up to 100 pounds.
- Occasional crawling, kneeling, bending and climbing, including stairs and ladders.
- Ability to reach over shoulders.
- Must have good eye sight and depth perception.
- Ability to work at a rapid pace.
- Ability to hear.
- Walking and standing on various surfaces including rough terrain, as required.
- Frequent sitting, as required.
- Ability to work in inclement weather.
- Moves about in close quarters and areas.
- Remains physically and mentally alert during prolonged periods of intense, sustained physical activity in difficult environments.
- Steps vertically three feet to enter a fire/EMS vehicle.
- Demonstrates the ability to maintain the strength and stamina required to operate pertinent tools and equipment.
**PHYSICAL REQUIREMENTS (continued)**

- Grips, lifts, carries, loads and unloads from Fire Department vehicles all necessary Fire Department authorized equipment.

- Ability to climb to the top of an aerial ladder and back down.

- Bends, crouches, stoops, crawls, stretches and otherwise maneuvers as necessary around numerous obstacles and tight spaces, as may be found in burning buildings or accident and emergency scenes, as well as training activities.

- Demonstrates the ability to off-load and maneuver 200 feet of 2 inch or 1 ¾ inch fire hose.

- Demonstrates the ability to maneuver, with assistance, 2 ½, 3 and 5 inch hose, as necessary.

- Raises a 24-foot extension ladder with help of one other person.

- Demonstrates the ability to drag 150 pounds while outfitted in full firefighting gear.

- Demonstrates the ability to carry, with assistance, a minimum of 150 pounds over a flat surface as well as up or down an incline.

- Walks, runs, and jumps as needed to respond to emergency situations.

- Dresses in full firefighting gear within a designated time frame.

- Demonstrates the flexibility necessary to vertically step into a Fire, EMS or Rescue Vehicle while dressed in full firefighting gear.

- Possess sufficient dexterity to successfully perform all standard and recognized paramedic functions.

- Possess sufficient visual acuity in order to function optimally in dense smoke and darkness.

- Hears instructions and commands while wearing protective headgear at fire and emergency scenes and trainings.

- Follows a fire hose back to its source by relying on sense of touch.

- Detects body movement, temperature and deformity through sense of touch.

- Balances on many surfaces as may be encountered in the course of Firefighting/EMS rescue operations and fire safety inspections.

- Performs any and all firefighting and/or EMS activities, including standing, in full firefighting gear, in all types of extreme weather conditions.

- Remains physically and mentally alert during prolonged periods of intense, sustained physical activity in difficult environments.

- Performs rescue, EMS and/or firefighting activities below ground, at extreme heights, or in close proximity to hazardous materials.
**PHYSICAL REQUIREMENTS (continued)**

- Climbs to the top of an aerial ladder and back down.
- Demonstrates the ability to open and close valves.
- Demonstrates the ability to read and inspect gauges.
- Any other physical requirements as job changes.