**SHEFFIELD LAKE CIVIL SERVICE COMMISSION**

**NOTICE OF ENTRY LEVEL FIREFIGHTER/PARAMEDIC EXAM**

***INSTRUCTIONS FOR APPLICATION AND STUDY MATERIALS***

The city of Sheffield Lake anticipates multiple vacancies over the duration of the eligibility list.

**EXAM DATE AND TIME:** Saturday April 27,2019 at 1:00 PM (no one will be admitted after

 1 PM)

**SITE OF EXAMINATION:** Sheffield Lake City Hall, 609 Harris Road, Sheffield Lake,

 Ohio 44054.

**Salary:**

**PASSING SCORE:** A minimum passing score is 70 percent.

**REQUIREMENTS THAT MUST BE INCLUDED WITH APPLICATION:**

 Current certification as a State of Ohio Level ll Firefighter

 Current certification as a State of Ohio EMT Paramedic

 Copies of current certification and high school diploma or GED

 Copy of valid driver’s license.

 (staff will not make copies)

To be eligible for appointment, an applicant must meet all qualifications and have successfully completed all exams (written, physical agility, polygraph and background check)

**ADA ACCOMODATIONS:** Applicants that need accommodation to take the written test due to a disability must directly notify the Civil Service Commission’s Secretary in writing at the time of submittal of application.

**AGE RESTRICTIONS:** Applicants must be nineteen years of age be the date of the examination to sit for the exam. No person shall be eligible for an original appointment as a firefighter/paramedic unless he/she is between the ages of twenty-one and thirty-five. Applicants thirty-six years of age and older as of the date of appointment may be considered if, in the opinion of the Fire Chief, he/she has commensurate firefighter/paramedic experience. In which case the maximum age limitation shall be increased in direct proportion to the commensurate experience, except that in no event shall anyone be eligible for an original appointment on or after their fortieth birthday.

**PHYSICAL TEST:** Passing of a physical agility test required prior to original appointment administered through the Cuyahoga Community College Fire Academy.

departments/fire-department-2/ or at the Sheffield Lake City Hall, 609 Harris Road, Sheffield Lake, Ohio between the hours of 8:00 AM and 4:00 PM, Monday through Friday. Beginning on Monday, March 18, 2019. (phone requests and fax applications will not be accepted.

Completed applications are to be returned in person to Sheffield Lake City Hall, **ATTN** Jack Petrucci, Civil Service Secretary, no later than Friday, April 18, 2019.

Only the first two hundred applications will be accepted for testing.

**FILING FEE:** A thirty-dollar non-refundable filing fee must accompany application in the form

of a certified check or money order. (cash or personal checks will not be accepted)

**ADDDITIONAL CREDIT: MAXIMIM 10 POINTS PERMITTED)**

Military experience: Honorably discharged veteran having served at least one year of active duty in the military service of the United States. (5points: attach DD214 to application)

Education: A Fire Science Degree or a four-year BA/BS degree from an accredited college or university. (5points)

Experience: Two years as 240 firefighter/paramedic. (5 points)

**BEGINNING SALARY:** $44,580

**STUDY MATERIAL:** Essentials of Fire Fighting and Fire Department Operations, IFSTA, 6th

 Emergency Care, 13th, Brady

**TO RECEIVE ANY EXTRA POINTS APPLICANT MUST HAVE AT LEAST A 70 PERCENT ON THE WRITTEN EXAM. (Minimum passing score)**

**BY ORDER OF THE SHEFFIELD LAKE CIVIL SERVICE COMMISSION**

**Barb Miller, CHAIRPERSON**