

JOB ANNOUNCEMENT: Firefighter

POSITION OPENING: FD 24.03 **Post Dates:** 11/13/2024 – 1/3/2025 at 4:00 PM
Classification Title: Firefighter
Starting Hourly Rate: Firefighter Recruit \$ 15.00 **Estimated average of 111 hours biweekly.**
Firefighter I \$ 16.00
Location: Fire & Emergency Services

Job Summary

Entry level position, which may or may not possess a current fire fighter certification by the State of Georgia, that performs firefighter functions. Work involves specialized responsibilities in fire prevention, fire suppression, rescue, and basic emergency medical treatment.

Essential Tasks. Other duties may be required and assigned.

- Participate in training sessions at various locations to obtain necessary certifications.
- Answers the telephone; provides information, guidance, and advice; takes and relays messages and/or direct calls to appropriate personnel; returns calls, as necessary.
- Performs miscellaneous duties including raising or lowering the flag, conducting fire station tours, securing station facilities, ordering/restocking supplies, preparing meals, general housekeeping and station cleaning, painting, polishing, and basic grounds maintenance.
- Develop and maintain effective, inclusive, and cooperative working relationships with others; demonstrate a respect for other perspectives and differences.

Knowledge, Skills, & Abilities Required

- Ability to complete the State of Georgia Firefighter certification program.
<https://www.gpstc.org/training-at-gpstc/certification-programs/certifications-for-firefighters/>

Reports To

Shift Leader

Physical Demands

This position classifies the physical exertion requirements per the Firefighter Physical Agility Test on page 6.

Work Environment

Work typically performed inside a fire station and outside of fire scenes. Exposure to noise, dust, dirt, machinery with moving parts, heat, smoke, irritating chemicals, hazardous materials, and occasional inclement weather. The work requires the use of protective clothing and devices.

Minimum Qualifications

- High school diploma or equivalent; associate degree in a relevant field preferred
- Active and maintain Georgia Driver's License through employment.
- Effective and efficient written and verbal communication.
- Ability to establish and maintain positive relationships within the organization and the public.



Perry GA Fire & Emergency Services Department

November 13, 2024

Dear Firefighter Applicant,

To provide the best possible service and quality fire protection for the citizens of Perry, all applicants for Fire and Emergency Services are required to participate in a structured evaluation process. To participate in the upcoming evaluation process scheduled to begin **Saturday, January 4, 2025**, the documents listed below must be completed and returned to the City of Perry Human Resources Office no later than the close of business on **Friday, January 3, 2025**.

To be accepted your application package must contain the following documents when it is submitted:

- 1) Firefighter Applicant Information/City of Perry waiver and release of claim.
(must be notarized)
- 2) City of Perry Firefighter Application: Why do you want to be a firefighter?
- 3) Non-Criminal Justice Applicant's Privacy Rights form
- 4) Notice to Firefighter Applicants
- 5) Copy of High School Diploma or GED Certificate. (A copy of a high school transcript will be accepted provided it has been notarized to be a true and exact copy of the original.)
- 6) Copy of College Degree diploma or transcript if you have one.
- 7) State Certified Firefighter I or II certificate, if already certified
- 8) Complete City of Perry application online.

The following documents provide the testing information and should be kept for your reference:

Schedules for:

- Practice firefighter physical agility test
- Firefighter physical agility test
- Entrance assessment center

To submit the completed application, all documents can be uploaded online or deliver the completed application packet to the Human Resources office at 1211 Washington Street., 2nd Floor, Monday through Friday, 8 AM to 5 PM. For any questions regarding the application process, email HR@perry-ga.gov.

Regards,

Perry Georgia Fire & Emergency Services Department

FIREFIGHTER APPLICANT INFORMATION



Perry GA Fire & Emergency Services Department

Name: _____
 First Middle Last

Present Address: _____

 City State Zip

Phone: Home _____ Cell _____ Email _____

If we are unable to reach you at home or business location, list name, address, phone number or person who can reach you.

Are you a certified Firefighter? Yes _____ No _____

CITY OF PERRY **WAIVER AND RELEASE OF CLAIM**

GEORGIA, HOUSTON COUNTY

I, the undersigned applicant for employment in the City of Perry GA Fire & Emergency Services Department, do hereby certify that my taking the agility test for such employment will be a free and voluntary act on my part and, in consideration of the City of Perry, considering me for employment in said Department, I hereby waive and renounce any and all claims, losses, damages, actions and causes of action against the City of Perry, its agents, servants and employees for any injury or injuries which I might sustain in the taking of said agility test or in any manner growing out of or resulting there from and I hereby forever release and discharge the City of Perry, its agents, servants and employees from any and all such claims, losses, damages, actions and causes of action.

IN WITNESS THEREOF, I have hereunto set my hand and seal this _____ day of _____, 20____.

Applicant

Notary

ASSESSMENT SCORING CRITERIA



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Perry GA Fire & Emergency Services Department

APPLICANT _____ DATE _____

STEP 1: PHYSICAL AGILITY TEST PASS OR FAIL - (34 points awarded for completion in less than 7 minutes)

STEP 2: ASSESSMENT CENTER Max points 36 - possible 6 points each for the 6 exercises (Minimum of 25 points needed to continue)

STEP 3: REVIEW OF APPLICATION AND RESUME:

FORMAL EDUCATION Max points 10 = 1 point for GED; 3 points for high school diploma; 5 points for AS/AA degree; 10 points for BS/BA degree (Must have copy of diploma/degree for points to be awarded)

FIRE SERVICE EXPERIENCE Max points 10 = 1 point for each year of career fire service; .5 points for each year of volunteer service

SELECTED FOR INTERVIEW BY THE HIRING BOARD Yes or No

STEP 4: INTERVIEW Max Points 160 = Possible 5 points per question; 8 questions with 4 interviewers

REFERENCES Pass or Fail

SCORE TOTAL – 250 total points possible; Candidates must have at least 168 points at this stage to move forward in the process.

STEP 5: CRIMINAL BACKGROUND CHECK Pass or Fail
DRIVER'S HISTORY CHECK Pass or Fail
CONDITIONAL OFFER

ASSESSMENT SCORING CRITERIA



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STEP 6:	POLYGRAPH EXAMINATION	<u>Pass or Fail</u>
	FIT FOR DUTY PHYSICAL	<u>Pass or Fail</u>
	DRUG SCREEN	<u>Pass or Fail</u>
	FINGERPRINT CHECK	<u>Pass or Fail</u>

NOTE: Failure in any of the Pass/Fail steps results in immediate elimination of the applicant from the hiring process. The scoring sheet is a TOOL used by the hiring board to evaluate the entire applicant pool. Scores achieved during the process are not the sole factor in hiring. The selection of an applicant as a candidate for hiring is based on the applicant's overall performance throughout the hiring process, and the consensus of the members of the hiring board.

*** The hiring board consists of officers and firefighters of the department. ***

FIREFIGHTER PHYSICAL AGILITY TEST



Perry GA Fire & Emergency Services Department

Being a firefighter is a very dangerous and physically demanding job. For this reason, a physical agility test has been developed. It will ensure everyone hired continues to meet at least a minimum level of physical conditioning needed to perform the job of firefighter.

The physical agility test consists of seven exercises that are to be performed consecutively. Each of the exercises is task-related and are performed on a regular basis by firefighters. While you are doing the exercises you will be wearing protective clothing consisting of firefighting helmet, firefighting gloves, and self-contained breathing apparatus, with no mask and not breathing air. The time to successfully complete the test is seven (7) minutes. Athletic or work-out attire is strongly recommended.

- 1 STAIR CLIMB:** Fires in multi-story units represent one of the greatest threats to life safety. The ability to move personnel and equipment to the floor of the fire for extinguishment or rescue is an essential function for structural firefighters.

CONDITIONS: A shoulder load of hose weighing approximately 40 lbs. should be picked up and carried up four flights of stairs. The hose can be carried over the shoulder or carried under the arm. (Hose will be two sections of 1 3/4" hose).

ABILITIES REQUIRED AND TRAINING RECOMMENDATIONS: The cardiovascular system is tested in this task along with strength and endurance of the leg muscles. Stair climbing exercises, particularly those performed under a load, have the most positive effects on preparation for this task. Resistance training exercises for the legs are also helpful.

- 2. HOISTING**

There are several fire ground activities that necessitate repetitive motions such as pulling or hoisting. Pulling victims from a confined area or hoisting equipment and tools to upper floors or roofs are tasks that call for a combination of grip strength and endurance. The use of gloves while attempting to grasp objects has been demonstrated to reduce grip strength by 50%.

CONDITIONS

The hoist evolution will be done by hoisting a section of 3" hose up to the second floor of the training tower two times. The hoisting will be done with a hand-over-hand motion and the section of hose will be brought into the window and placed on the floor.

ABILITIES REQUIRED AND TRAINING RECOMMENDATIONS

The exercise requires upper body strength and grip strength. Any weight training that includes grasping and manipulation of heavy weights will have a beneficial effect on forearm flexors and grip strength.

- 3. FORCIBLE ENTRY AND VENTILATION**

Gaining access to a building for the purpose of effecting rescue and extinguishment or performing ventilation is an essential function for fire suppression personnel. There are a variety of forcible entry tools that are used to perform this task. Two of the most commonly used tools are the axe and sledgehammer. The use of these tools is one of the most physically demanding jobs a firefighter could do.

FIREFIGHTER PHYSICAL AGILITY TEST



Perry GA Fire & Emergency Services Department

CONDITIONS

For testing the forcible entry/ventilation skills, the sledgehammer is the safest and least skill-dependent tool. The act of chopping is one of the most basic fire ground activities. For the exercise, the firefighter shall straddle a weight while standing on two platforms (The Perry Fire Department uses a Keiser Sled). Using a 9 lb. dead blow sledgehammer, the firefighter strikes the weight repetitively, driving it a distance of 5 ft.

ABILITIES REQUIRED AND TRAINING RECOMMENDATIONS

The explosive power and endurance of the upper body muscle groups are demonstrated in the performance of this task. Resistance training of the upper body muscle groups is recommended.

4. THE VICTIM DRAG

The most critical task of a firefighter is the rescue of a citizen or a fellow firefighter. The importance of this task is directly related to the mission of the fire service.

CONDITIONS

The use of an anatomically correct rescue prop weighing about 175 lbs. will be utilized. The task is accomplished as follows: a mannequin is placed on the ground in a lying down position. The rescuer approaches the head, grasps the harness, which is around the victim, lifts the victim off the ground while leaning against the weight of the victim. Then, while keeping his/her back straight and walking backwards, the rescuer shall drag the victim 100 ft. The rescuer may grasp the mannequin under the arms and drag it or place the rescue strap under the arms and drag it. The legs of the mannequin must touch the ground.

ABILITIES REQUIRED AND TRAINING RECOMMENDATIONS

Muscular strength and endurance are necessary for the victim drag. Resistance training with weights on the various muscle groups will provide the foundation for the performance of this task.

5. HOSE ADVANCE

Large and small diameter hose are routinely used in the job of firefighter. Carrying, dragging, and advancing charged hose lines are an essential function of firefighters. The weight of water is 8.33 lbs. per gallon. The weight of a charged hose line can easily reach weights of more than 400 lbs., depending on the size and length of the hose lay.

CONDITIONS

The lead end of a charged 100 ft. 1 3/4" hose line should be placed over the shoulder. While walking at a rapid pace without stopping, the line should be stretched by pulling it from a pre-connected water source a total distance of 75 ft.

ABILITIES REQUIRED AND TRAINING RECOMMENDATIONS

Pulling hose demands muscular strength and endurance of the large muscles of the legs. There is some need for torso strength to stabilize the upper body. Resistive training such as squats, knee flexing, and extensions are recommended.

FIREFIGHTER PHYSICAL AGILITY TEST



Perry GA Fire & Emergency Services Department

6. CARRY EVOLUTION

Firefighters need to carry tools and equipment to a fire. Completion of this task demonstrates that the candidate has adequate strength to pick up and then carry an object an appropriate distance.

CONDITIONS

The candidate shall pick up an exhaust fan and carry it 75 ft. The fan shall be carried continuously without being dropped or placed down.

ABILITIES REQUIRED AND TRAINING RECOMMENDATIONS

Muscular strength and isometric endurance are required for this task. Resistance training for the arms and legs are most effective for this task.

7. LADDER EXTENSION

Ladders are commonly used on the fire ground to assist firefighters with gaining access to elevated positions, as well as serving as a means of egress in fires above the ground level.

CONDITIONS

The candidate, given a 24-foot extension ladder firmly secured to an object in the vertical position, must completely extend the fly section (top) to the top of the base using a controlled, hand over hand locking motion to keep continual upward movement. Once the ladder will no longer extend upward, the candidate must then lower the fly section until it has returned to the starting position with the fly touching the ground. This must be done in a controlled fashion.

ABILITIES REQUIRED AND TRAINING RECOMMENDATIONS

The exercise requires upper body strength and grip strength. Any weight training that includes grasping and manipulation of heavy weights will have a beneficial effect on forearm flexors and grip strength.

NON-CRIMINAL JUSTICE APPLICANT'S PRIVACY RIGHTS



Perry GA Fire & Emergency Services Department

As an applicant that is the subject of a Georgia only or a Georgia and Federal Bureau of Investigation (FBI) national fingerprint/biometric-based criminal history record check for a non-criminal justice purpose (such as an application for a job or license, immigration or naturalization, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification that your fingerprints/biometrics will be used to check the criminal history records maintained by the Georgia Crime Information Center (GCIC) and the FBI, when a federal record check is so authorized.
- If your fingerprints/biometrics are used to conduct a FBI national criminal history check, you are provided a copy of the Privacy Act Statement that would normally appear on the FBI fingerprint card.
- If you have a criminal history record, the agency making a determination of your suitability for the job, license, or other benefit must provide you with the opportunity to complete or challenge the accuracy of the information in the record.
- The agency must advise you of the procedures for changing, correcting, or updating your criminal history record as set forth in Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a Georgia or FBI criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the agency denies you the job, license or other benefit based on information in the criminal history record.
- In the event an adverse employment or licensing decision is made, you must be informed of all information pertinent to that decision to include the contents of the record and the effect the record had upon the decision. Failure to provide all such information to the person subject to the adverse decision shall be a misdemeanor [O.C.G.A. §35-3-34(b) and §35-3-35(b)].

You have the right to expect the agency receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of state and/or federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.

If the employment/licensing agency policy permits, the agency may provide you with a copy of your Georgia or FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, information regarding how to obtain a copy of your Georgia, FBI or other state criminal history may be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

NON-CRIMINAL JUSTICE
APPLICANT'S PRIVACY RIGHTS



Perry GA Fire & Emergency Services Department

If you decide to challenge the accuracy or completeness of your Georgia or FBI criminal history record, you should send your challenge to the agency that contributed the questioned information. Alternatively, you may send your challenge directly to GCIC provided the disputed arrest occurred in Georgia. Instructions to dispute the accuracy of your criminal history can be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

I have read and consent to the above:

Signature: _____ Date: _____

Printed: _____ Date: _____

NOTICE TO FIREFIGHTER APPLICANTS



Perry GA Fire & Emergency Services Department

The City of Perry welcomes you as an applicant for a position with the Fire & Emergency Services Department. If you cannot meet or abide by the conditions and/or requirements listed below we suggest you do not complete a formal application. Exceptions cannot be made to these conditions/requirements.

- A. A high school education or its equivalent as recognized by the Georgia Department of Education. GED must be awarded by a state. The United States Armed Forces Institute (USAFI) must be converted to a state awarded certificate.
- B. Minimum age limit for Firefighter Certification is eighteen (18) years old at the time of application. This is necessary so that you are certifiable by the Georgia Fire Standards and Training Council to satisfy our hiring requirements.
- C. Pass the required physical readiness test, physical examination, and pre-employment drug test, criminal history, and polygraph examination.
- D. Willing to work in harmony and on any shift assigned. Work shifts will include holidays and weekends.
- E. Must be a U.S. citizen.
- F. Must have a valid Georgia Driver's License or the ability to obtain one as required by law.

I have read the above conditions/requirements and desire to apply for the position with the Perry GA Fire & Emergency Services Department.

Applicant's Full Signature Date

Applicant's Printed Name Date

FIREFIGHTER APPLICANT: IMPORTANT DATES AND HIRING PROCESS



Perry GA Fire & Emergency Services Department

Wednesday, November 13, 2024 – Friday, January 3, 2025

PLEASE KEEP THIS PAGE FOR YOUR REFERENCE

As part of the hiring process for Perry Fire & Emergency Services, applicants are required to pass a Physical Agility Test (PAT) to advance to the Assessment Lab Process.

Firefighter PAT PRACTICE has been scheduled for the following date and at the following location, rain or shine:

Saturday, January 4, 2025 - Practice PAT will begin at **9:00 AM** at:

Perry Fire Department Station #2 • 150 Commodore Drive • Perry, GA 31069

Firefighter PAT will be held on the following date at the location indicated, rain or shine:

Saturday, January 11, 2025 - PAT will begin at **9:00 AM** at:

Perry Fire Department Station #2 • 150 Commodore Drive • Perry, GA 31069

The gates are closed at the 9:00 start time; no one admitted after start time!

Please arrive prepared for a physical assessment: Athletic attire and hydration for both the practice PAT and the Firefighter PAT is expected.

NOTE: The first Saturday PAT (1/4/2025) will allow the candidate to practice the PAT. If at the conclusion of practice, the candidate feels comfortable and would like to attempt to complete the assessment in the allotted time, they may do so. If the candidate completes the PAT within the allotted time on the practice PAT Day, they will not be required to return the following Saturday (1/11/2025). If you attempt the PAT on practice day and do not successfully complete within the allotted time, you must return for a second, and final, attempt on Saturday, January 11, 2025. There will be no opportunity for practice on Saturday, January 11, 2025.

Those who successfully complete the PAT will then move on to the assessment lab.

FIREFIGHTER APPLICANT: IMPORTANT DATES AND HIRING PROCESS



Perry GA Fire & Emergency Services Department

Assessment Lab will be held **Tuesday, January 14, 2025. 8:00 AM to 4:00 PM** at:
Perry Fire Department Station #2 • 150 Commodore Drive • Perry, GA 31069

The classroom door will be locked promptly at the 8:00 AM start time; no one admitted after start time!

You must achieve a **minimum score of 25 out of a possible 36 points** in the assessment lab to qualify to process to the next step of the application file review by the hiring board. Based on that review, the application file will receive a ranking and the top candidates will be offered an opportunity to interview. Should you be selected for an interview, you will be notified as to the date and time of your interview appointment.

Interviews will be held Friday, January 17, 2025, at Perry Fire Department Station #2 • 150 Commodore Drive • Perry, GA 31069

There is a possible 160 points total available for the interview process. Once complete, the interview score will be tallied with all the other scores to derive a final score.

Candidates must have accumulated at least 168 points at this stage to move forward in the process.

The next step of the process will be the criminal background and driver's history check. If the candidate has a favorable report on these two, a conditional offer of employment can be made to the candidate. Following an offer, the candidate will then progress to the polygraph examination phase of the assessment.

Polygraph Examination: We are looking for your ability to be honest, forthright, and not deceptive about what you may or may not have done in the past. The polygraph examination is significant in candidate selection since an affidavit of GOOD MORAL CHARACTER signed by the Fire Chief is required for you to become a state certified firefighter.

Once the polygraph has been successfully completed, they must then complete a fit for duty physical, pre-employment drug screening, and a GBI fingerprint check.

Please email HR@perry-ga.gov if you have any further questions.

FIREFIGHTER APPLICANT:

DAILY OPERATIONS



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Perry GA Fire & Emergency Services Department

DAILY OPERATIONS

The following are the guidelines with which we operate each day. Your vital signs will be assessed prior to beginning any physical activity. If your vital signs register outside of our parameters, you will not be allowed to participate until they return to normal range.

Rehab Sector EMS Guidelines:

- 1) Each member's vital signs will be taken and recorded prior to the beginning of the physical agility test. The following criteria are used in the evaluation of candidates during the assessment.
- 2) Transportation to a health care facility is required when the diastolic blood pressure is ≥ 130 .
- 3) Transportation to a health care facility is also suggested when the diastolic blood pressure is ≥ 110 and the individual is symptomatic.
- 4) An individual may be transported to a health care facility for further evaluation when the diastolic blood pressure is ≤ 110 and the individual is symptomatic.
- 5) The individual may be transported to a health care facility when the systolic blood pressure is ≥ 200 and after further evaluation and rest the systolic BP is still ≥ 200 .
- 6) When a pulse rate of ≥ 140 is found, administer oxygen and fluids, rest for a minimum of 10 minutes, and reassess the individual. If the pulse is less than 140, the individual may return to work.
- 7) If after 10 minutes the pulse remains above 140, the individual must rest an additional 30 minutes.
- 8) If after 30 minutes the pulses rate remains above 140, it will be requested that the candidate be transported to a health care facility for further evaluation.

NOTE: If the candidate falls outside of the rehab sector guidelines after an adequate rest period, (a rest period may be negated if the candidate is symptomatic) the rehab sector officer will recommend that the candidate be transported to the hospital for further evaluation. If the candidate refuses to be transported, the candidate will be asked to sign an EMS refusal form and sent home to follow up with his/ her physician.

The Perry Fire Department reserves the right to deny the ability to test to any candidate that displays any vital signs outside the normal limits of what is listed in the guidelines above*