

## GENERAL REQUIREMENTS FIREFIGHTER/PARAMEDIC

1. Shall attain the age of 21 on or prior to date of original appointment. No person shall be eligible to receive original appointment on and after the person's 31<sup>st</sup> birthday.
2. Shall be citizen of United States.
3. Hold a valid Ohio Driver's License at time of appointment with a "good driving record".
4. Must be a high-school graduate or hold a GED certificate.
5. Must be licensed, certified paramedic by State of Ohio, prior to appointment and must retain such licensing for the first fifteen consecutive years of their employment by the City of Parma Heights.
6. Must produce a current and valid "certificate of completion" for the Firefighter's Physical Agility Test with a time of 4 minutes and 30 seconds or less. The certificate must be valid at the time of appointment.
7. Appointee must have minimum 20/20 corrected vision.
8. Appointee must pass a comprehensive medical exam, which will include drug screening test and urinalysis along with a polygraph and psychological testing. All appointees will be required to submit to 2 nonscheduled drug screening test during probationary period.
9. The Fire Department will request the candidate to produce a BCI check (additional cost to applicant), and current credit history (additional cost to applicant) upon receipt of letter of notification from the Civil Service Commission. Any Candidate unable to produce any of these items will be removed from the eligibility list.

THE FOLLOWING ITEMS MUST BE SUBMITTED AT THE TIME OF FILING. NONE WILL BE ACCEPTED AT A LATER DATE.

1. \_\_\_\_\_ Completed and notarized application.
2. \_\_\_\_\_ \$30.00 non-refundable filing fee.
3. \_\_\_\_\_ Original head and shoulders photograph at least 2" x 2" (passport type).
4. \_\_\_\_\_ Photocopy of Birth Certificate.
5. \_\_\_\_\_ Driver's License and a photocopy of Driver's License.
6. \_\_\_\_\_ Copies of all educational transcripts, diplomas, certificates and college records.
7. \_\_\_\_\_ Proof of Honorable Discharge or Separation under Honorable Conditions from Armed Forces of the United States for military credit. Applicant must have served minimum 180 days.

All Application forms must be properly completed in English and notarized before filing with the Commission Secretary. Note: City does not furnish photocopies or notarization.

At time of submission of completed application, applicant must show original driver's license to Commission Secretary to verify validity of photocopy submitted with application

This list may not include all requirements in accordance with the Rules and Regulations of the Civil Service Commission, City of Parma Heights. Other requirements, if any will be listed in the information packet or on the application forms.

THE CITY OF PARMA HEIGHTS IS AN EQUAL OPPORTUNITY EMPLOYER