



Charter Township of Canton
1150 Canton Center Road
Canton, MI 48188
Telephone (734) 394-5260

Notice of Employment Opportunity

The following full-time job posting will remain open until the position is filled.

Firefighter/Medic

Salary Range \$52,716 to \$87,375 / Year (2023 Wage Scale)

A newly hired employee may be placed above the starting wage up to the third (3rd) year rate in the wage scale based upon previous Firefighting experience, with a fully paid full-time department

Employees in this job classification are members of the IAFF Union

Canton Township is a reciprocal unit as defined in the Reciprocal Retirement Act, Act 88 of 1961

Please refer to the qualification summary, hiring process, and timeline which are included below for more detail.

Posted: January 10, 2023
Job Description and Hiring Process Attached

FIREFIGHTER / MEDIC JOB DESCRIPTION

DESCRIPTION OF DUTIES:

Responsible to protect life and property through combating, extinguishing, and preventing fires, and providing emergency medical service (EMS) activities often performed under conditions which require strenuous physical exertion. Additional duties include participation in code enforcement activities performed by fire prevention, supervised drills, and training in firefighting and EMS skills. Some time is spent in special and routine maintenance of equipment and apparatus and routine care of buildings and grounds, as well as public education activities.

Work is normally performed under close supervision in accordance with well-defined procedures, and is inspected in process and upon completion by a Fire Captain. Occasionally, employees in this class may be required to relieve an officer of higher rank and when so assigned, are responsible for the management of all station programs and the supervision of assigned fire stations and equipment. Employees in this position may be assigned to work on special assignments which call for special abilities and knowledge attained through experience and training. Responsible to attend, comprehend and pass annual training requirements necessary to maintain required certifications and licenses.

EXAMPLES OF WORK: (Note: These examples are intended merely as illustrations of the various types of work performed in positions allocated to this classification and do not include all of the duties an employee in this class may be required to perform.)

- Administers EMS to injured persons, frequently using advance techniques to restore cardio-pulmonary functions including the administration of medications and advanced life support (ALS) procedures
- Lays and connects hose, holds nozzles and directs water streams, raises and climbs ladders and uses chemical extinguishers, bars, hooks, lines and other equipment at the scenes of fires
- Participates in fire drills and attends classes in firefighting, EMS and related duties
- Performs general maintenance work on Fire Department facilities and property
- Inspects buildings and premises for compliance with fire laws, checks on complaints and aids in the investigation of arson cases as directed
- Inspects commercial and noncommercial buildings for the purposes of pre-fire planning and to ensure they are in compliance with all applicable fire codes.
- Gives testimony in court in connection with calls for service as required
- Attends public gatherings to ensure observance of fire safety requirements
- Conducts tours of stations for scout, civic and other interested groups
- Maintains regular and reliable attendance
- Demonstrates superior seamless customer service, integrity, and commitment to innovation, efficiency, and fiscally responsible activity
- Performs other duties as assigned

KNOWLEDGE, SKILLS AND ABILITIES:

- Graduation from an accredited high school or its equivalent; with an Associate Degree in Fire Science preferred; or any combination of experience and training which will provide the desired knowledge, abilities, and skills
- Certification from the State of Michigan Firefighters Training Council as a Firefighter II (120 hr. course); or FFII certification from an IFSAC or Pro Board accredited academy deemed reciprocal by the State of Michigan
- Possession of a current, valid Paramedic certification from the State of Michigan
- Certification in Advanced Cardiac Life Support (ACLS) prior to hire
- Must possess a current, valid Driver's License with a driving history that does not create liability concerns; i.e. convictions of reckless driving, careless driving, suspended license, or convictions involving drinking and impaired driving.
- Successful completion of the Conference of Western Wayne (CWW) Written within past three years. Must be current at time of employment start date
- Successful completion of the Conference of Western Wayne (CWW) Candidate Physical Ability Test (CPAT) within the past year. Must be current at time of employment start date
- Knowledge of firefighting principles and practices, emergency medical techniques including ALS and protocols, fire salvage and overhaul operations, and rescue and extrication operations
- Ability to learn the streets and physical layout of the Township; including fire hydrant locations
- Ability to observe and accurately monitor people's behavior to assess patient condition
- Ability to satisfactorily complete required training.
- Ability to react competently, quickly and calmly in emergency conditions.
- Ability and strength for prolonged and arduous work under adverse conditions; ability to rely on senses of sight and hearing to help determine the nature of emergency and make operation decisions
- Ability to cooperate with supervisors and other employees and to accept lines of authority.
- Ability to effectively use Self-Contained Breathing Apparatus (SCBA) and protective clothing to prevent exposure to hazardous materials and infectious diseases.
- Ability to deal effectively with the public in a courteous and tactful manner.
- Ability to establish and maintain effective working relationships with the co-workers, Township employees, patients and their families, and other members of the community
- Ability to analyze problems and to present facts and recommendations effectively in both oral and written form
- Ability to clearly communicate procedures, problems, and policies with fellow employees and the public in a tactful and courteous manner
- Demonstrated attention to detail and importance of responsiveness to internal and external customers

PHYSICAL DEMANDS:

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Physical Demands

- Stand - Frequently
- Walk - Frequently
- Sit - Occasionally
- Use of Hands/Fingers - Frequently
- Reach - Frequently
- Climb - Frequently
- Crawl - Frequently
- Squat/Kneel - Frequently
- Bend - Frequently

Lift/Carry

- Less than 10 lbs - Frequently
- 10-29 lbs - Frequently
- 30-59 lbs - Frequently
- 60-100 lbs - Frequently

Push/Pull

- Less than 10 lbs - Frequently
- 10-29 lbs - Frequently
- 30-59 lbs - Frequently
- 60-100 lbs - Frequently

Job Description Updated: December 2014

CANTON TOWNSHIP FIREFIGHTER / MEDIC - QUALIFICATIONS SUMMARY - IMPORTANT TIMELINE AND SELECTION PROCESS INFORMATION

Canton Township is currently accepting applications for the Firefighter / Medic position. In addition to filling the budgeted vacancy, an employment eligibility list may also be created to fill any additional vacancies that may arise in the next twelve months.

Applicants must meet one of the FF I/II Certification requirements listed below **AND** one of the Paramedic listed below to be eligible for consideration for this job posting.

Firefighter I/II (FF I/II) Certification 3 Ways to Meet FF Certification Requirement

1. Current State of Michigan Firefighter I / II Certification at time of application.
2. Registered and accepted in a recognized Fire Program and/or Fire Academy that will result in FF I/II Certification upon completion.
3. Candidates that have Firefighter II certification from an IFSAC or Pro Board accredited academy deemed reciprocal by the State of Michigan will also be considered.

Paramedic License 3 Ways to Meet Medic Licensing Requirement

1. Current State of MI Paramedic License at time of application.
2. Completed recognized Paramedic Program and successful completion of National Registry within 2 months of date of application.
3. Currently enrolled and attending a recognized paramedic program with successful completion of National Registry within 4 months of the date of application.

Applicants who meet the FF I/II and Paramedic requirements listed above will be considered for oral interview. Contingent on passing the oral interview, candidates must also meet the following testing requirements to remain in consideration for the Firefighter Medic position.

CPAT 2 Options Available

1. Provide Valid CPAT Certificate at time of Selection Questionnaire or Interview.
2. Successfully pass the CPAT **within 60 days** of Notification of Passing Oral Board.

Written (CWW Written or EMPCO FTS) 2 Options available

1. Provide Valid CWW or EMPCO FTS Written Certificate at time of Selection Questionnaire or Interview.
2. Successfully pass CWW or EMPCO FTS Written **within 60 days** of Notification of Passing Oral Board.

Qualified candidates that pass the oral board must meet both the CPAT and Written testing requirements within 60 days of notification that they passed the oral board to remain in consideration for the position.

Eligibility List

1. **Candidates that meet all requirements will be given hiring preference as candidates are selected to fill vacant budgeted vacancies.**
2. Candidates on the eligibility list who have current State of MI Firefighter I / II Certification and a current State of MI Paramedic License will be given hiring preference over candidates that do not have both requirements completed at the time a vacant budgeted position is to be filled.
3. Canton Township reserves the right to extend immediate contingent job offers to fill budgeted positions as qualified candidates are identified and placed on the eligibility list.
 - a. Candidates who do not have a current State of MI Paramedic License at time they are placed on the eligibility list must pass the National Registry as outlined above to remain on the eligibility list or to remain in consideration for a vacancy.
 - b. Candidates who do not have current FF I / II Certification at the time of the interview must be accepted at a recognized Fire Academy to remain on the list or to remain in consideration for a vacancy.

Failure to meet any of the established deadline dates outlined above will result in removal from the selection and or hiring process.

Employment Applications – January 10, 2023 until all budgeted positions are filled and a current eligibility list is established.

1. Applications must be completed and submitted to be considered for this job posting.
 - a. Applicants will receive a *system-generated confirmation email* immediately after their online application has been accepted. Applicants that do not receive a *system-generated confirmation email* after submitting their employment application need to contact 734-394-5118 to verify the status of their application.
 - b. Paper applications are available in Human Resources. Applicants choosing to complete a paper application should be conscious of postal delivery times. Paper applications must be received during the open posting period.

Interview and Selection Process

1. Interviews will be scheduled as qualified candidates are identified.
2. Candidates will be sent the list of interview questions when they are invited to interview.
3. Providing the interview questions in advance will help candidates prepare for the interview.

Candidate Physical Abilities Testing (CPAT) 2 Options Available

1. Provide Valid CPAT Certificate at time of application or Interview.
2. Successfully pass the CPAT within 60 days of Notification of Passing Oral Board.

Note: Must be 'licensed' CPAT Exam to be accepted for this job posting.

Written (CWW Written or EMPCO FTS) 2 Options available

1. Provide Valid CWW or EMPCO FTS Written Certificate at time of application or Interview.
2. Successfully pass CWW or EMPCO FTS Written within 60 days of Notification of Passing Oral Board.

Eligibility List

1. All applications received during this posting will be considered during the formation of an eligibility list created for this job posting.
2. **Qualified candidates that pass the oral board must meet both the CPAT and Written testing requirements within 60 days of notification that they passed the oral board to remain in consideration for the position.**
3. Candidates on the eligibility list who have current State of MI Firefighter I / II Certification and a current State of MI Paramedic License will be given hiring preference.
4. When multiple immediate vacancies exist, Canton Township reserves the right to extend immediate contingent job offers as qualified candidates are identified and placed on the eligibility list.

Contingent Job Offers

1. All offers of employment are contingent on the results of further interviews, reference checks, driving record verification, psychological examination, comprehensive background investigation, working history verification, physical examination/drug screen, and satisfactory completion of a probationary period.

Application Status

1. All candidates will be notified via email of the disposition of their employment application.

Conference of Western Wayne Firefighter Test Dates and Information

1. Click on the following link for additional information on the Conference of Western Wayne Firefighter Testing Requirements <http://www.schoolcraft.edu/testingcenter/firefighter-testing>
2. [2023 Testing Dates can be viewed by scrolling to the bottom of the CWW Web Page.](#)

EMPCO Fire Testing System (FTS)

1. Canton Township now accepts EMPCO Fire Testing System (FTS) Certificates as an alternative to the CWW Written.
 - a. Click on the following link to view information about the EMPCO Fire Testing System. <https://www.empco.net/fts/>
 - b. Canton Township will verify candidate's EMPCO FTS score directly through the EMPCO Testing System.

Recruiting Information

1. To learn more about Canton Township's Firefighter/Medic position, visit the Public Safety Recruiting page at <https://mi-canton.civicplus.com/1074/Become-a-Canton-Firefighter-Paramedic>

Standards of Appearance Policy Revised 'Tattoo' Language

1. Canton Township Fire Department has revised the Standards of Appearance Policy
2. Previous restrictions on visible tattoos have been removed.
3. Director of Fire Services or designee will make the final determination if visible tattoos need to be covered