



WAKE – NEW HOPE VOLUNTEER FIRE DEPARTMENT, INC.

Date: September 12, 2017

To: Interested Applicants

From: Jimmy McCauley
Fire Chief

Subject: Driver/Operator / EMT Application Process

Wake- New Hope Fire Department appreciates your interest in applying for membership as a Career Driver Operator / EMT. In order to be considered for probationary membership, all applicants are required to complete the attached application **completely**. Failure to complete application in its entirety will result in non-consideration. Applications are available at Wake-New Hope Fire Department Station 1, located at 4415 St. James Church Road, Raleigh, NC 27604 and Station 2, located at 4909 Watkins Road, Wendell, NC between the hours of 8:00 am and 5:00 pm Monday through Friday or can be downloaded at www.wakenewhopefire.com. Applications will be accepted through September 30, 2017. Individuals who are selected to participate in the written test and practical test will be notified and be required to attend the testing on October 14, 2017 at 1400 hrs. The testing location will be at New Hope Station 2 located at 4909 Watkins Rd, Wendell, NC 27591.

Job Description: The purpose of this position is to provide rapid fire-suppression response to protect life and property by controlling and extinguishing fires. This position supervises and provides necessary administrative personnel support to Fire Station staff; assists in developing operational guidelines and procedures; maintains firefighting equipment; and responds to medical emergencies and after-effects of hazardous weather. Persons in this position perform difficult protective service directing and supervising a fire company.

Qualifications: All of the following requirements are **mandatory**.

Education: Graduation from high school or possess a G.E.D. Copy of Diploma must be provided.

NC Firefighter Level I and II certification
NC Hazardous Materials Responder I certification
NC Emergency Vehicle Driver certification
NC Driver/Operator Pumps certification
NC Emergency Medical Technician Basic certification
NIMS 100, 200, 300, 400, 700, 800

Age:	Applicants must be at least 21 years of age.
Driver's License:	Applicant must possess a valid North Carolina Class B Drivers License: Application will not be considered if applicant has four (4) or more points on their license in the last three (3) years.
Criminal History:	Applications will not be considered if applicant has been convicted of a misdemeanor in the last seven (7) years, or ever been convicted of a felony.
Salary:	\$41,440.00 Annually (Per Wake County Fire Compensation Administrative Guidelines, dated July 1, 2017 - \$12.41 Hourly & Structural OT @ \$18.62 Hourly) + Benefits

Each applicant must submit the following documents along with completed application:

Certified Copy of Complete Driving Record

Applicant is required to furnish along with application a certified copy of their complete driving history for the last seven (7) years. This should include records for any and all licenses held in any state during this seven (7) year period. North Carolina records can be obtained at 1100 New Bern Avenue at DMV. Applications will not be considered if applicant has four (4) or more points on their license in the last three (3) years.

Certified Copy of Complete Criminal Record

Applications will not be considered if applicant has been convicted of a misdemeanor in the last seven (7) years, or has **ever** been convicted of a felony. Applicant is required to furnish along with application a certified copy of their complete criminal history.

Employment will be contingent upon successful completion of a medical evaluation, drug test and background check.