

Department of Human Resources

75 Langley Drive

Lawrenceville, GA 30046-6900

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Gwinnett | www.GwinnettCountyJobs.com

GWINNETT COUNTY

INVITES APPLICATIONS FOR THE POSITION OF:

**Firefighter/Paramedic Trainee - Department of Fire & Emergency Services
19-00030**

An Equal Opportunity Employer

SALARY

Salary: See Position Description

OPENING DATE: 01/14/19

CLOSING DATE: Continuous

THE POSITION

Salary will be based on qualifications and experience.

The starting salary for this position is **\$36,331** annually. Upon successful completion of Firefighter/Paramedic Trainee Recruit School, and after obtaining all required Fire certifications as well as National Registry and State of Georgia Paramedic certifications, the annual salary will increase to **\$43,729** annually.

The Department of Fire and Emergency Services provides emergency medical services and fire protection to the citizens of Gwinnett County. The Department's mission is to save lives and protect property and we have a prestigious history of doing this with many significant accomplishments. As a valued member of our team, you will perform emergency medical treatment at the Paramedic level, life rescue and fire suppression, and safety education to the public. Personnel are assigned to work on rotating 24-hour shifts: 24 hours on/48 hours off, including weekends and holidays.

This job is a safety sensitive position that will require a pre-employment drug test and subsequent random drug and alcohol testing in accordance with Gwinnett County Drug and Alcohol Free Workplace. Qualified applicants must pass a comprehensive background investigation.

PLEASE NOTE THAT YOU MAY RECEIVE E-MAILS THROUGHOUT THE APPLICATION AND BACKGROUND PROCESS FOR THIS POSITION. MAKE SURE YOU CAN RECEIVE E-MAILS FROM:

FireRecruiting@gwinnettcounty.com, SO BE SURE TO CHECK YOUR SPAM/JUNK MAIL BOX.

The Grade for this position is FF213.

MINIMUM QUALIFICATIONS:

- High School Diploma, or G.E.D. certificate (**copy must be attached to application**);
- Valid Driver's License from state of residency;
- Must be at least 18 years of age.

REQUIRED DOCUMENTS:

All applicants must attach a copy of the following documents:

1. A copy of their high school diploma or G.E.D. certificate (This is a state requirement for certification purposes.) **AND**
2. One of the following:
 - Current National Registry (NR) or State of Georgia EMT Basic, Intermediate or Advanced Cards, OR
 - Any associates degree or higher from an accredited college, OR
 - **SAT** (minimum score: Verbal/Critical Reading - 430, Math - 400)*, OR
 - **SAT** new (minimum score: Reading - 24, Writing and Language - 25, Math - 22), OR
 - **ACT** (minimum score: English - 17, Math - 17, Reading - 15)*, OR
 - **ASSET** (minimum score: Reading - 38, Writing - 38, Math - 38)* OR
 - **COMPASS** (minimum score: Reading - 70, Writing - 38, Algebra or Pre-Algebra - 37)*, OR
 - **CLASSIC ACCUPLACER** (minimum score: Reading Comprehension - 55, Sentence Skills - 60, Arithmetic - 34)*, OR
 - **NEXT-GENERATION ACCUPLACER** (minimum score: Reading - 224, Writing - 236, Arithmetic - 229)*

***Tests must have been taken within the past 5 years.**

***** You will not be able to complete the application without the required attached documentation listed above. *****

Must successfully complete Firefighter/Paramedic Trainee Recruit School; obtain National Registry and State of Georgia Paramedic certifications and other requirements during first two years of employment. For information related to position specific **Essential Duties, Knowledge, Skills and Physical Requirements**, [click here](#). *

For more information about the **hiring process** for this position, [click here](#).

***Note: The class specifications listed on this site are not the official class specifications for Gwinnett County and are subject to change.**

BENEFITS OFFERED

- Health, dental, vision, prescription drug insurance plans
- Flexible Spending Accounts for Medical and Dependent Care
- HSA/HRA available
- Basic, Optional and Dependent Life Insurance
- Short-Term and Long-Term Disability
- On-site Medical Wellness Center
- Holidays: 12 holidays per year
- Annual leave (vacation): 13 days accrual per year
- Sick leave: 13 days accrual per year
- Immunizations (Flu Shots, Tetanus, etc.)
- Wellness Incentive Programs
- Annual Wellness Fair
- 529 College Savings payroll deduction
- Financial Education Programs
- Funeral Leave
- Longevity pay after 3 years (full-time status)
- Tuition Reimbursement after 2 years (full-time status)
- Employee assistance program
- Uniforms and equipment furnished
- Employee discount programs
- Retirement Benefits include:
 - Defined Contribution Retirement Plan
 - Employees can choose a contribution rate of 2.5%, 5.0%, or 7.5%
 - Gwinnett County will contribute 7.0% of your pensionable earnings per pay period.
 - An employee is fully vested in 5 years. An employee can retire if he/she has reached the age of 55 and the sum of his/her age and years of service equals 65.
 - Deferred Compensation Plan
 - If you contribute at least 2.5% of your base pay to the 457(b) plan, Gwinnett County will contribute an additional 1% to your Defined Contribution Retirement Plan (this is in addition to the 7% described above).

It is the policy of Gwinnett County to provide equal employment opportunities with regard to all terms and conditions of employment and to base employment decisions on job related qualifications of the applicants or the employee.

Firefighter/Paramedic Trainee - Department of Fire & Emergency Services Supplemental Questionnaire

- * 1. I agree to answer each of the following questions honestly and thoroughly. I understand that the information I provide will be verified throughout the hiring process.
- Yes No
- * 2. Are you 18 years old or older?
- Yes No
- * 3. Do you presently hold a valid driver's license?
- Yes No
- * 4. Have you been convicted or entered a plea of "Nolo-contendre" for any of the following traffic offenses within the last SEVEN (7) years?
- Reckless Driving
 Fleeing or Attempting to Elude a Police Officer
 Vehicular Homicide
 Racing
 Laying Drags
 None
- * 5. List all traffic citations received within the past SEVEN (7) years. You must provide the following information for each:
- Date(s)
 - Charge(s)
 - Location(s)
 - Disposition (how the citation(s) was/were handled).

THIS MUST BE COMPLETED IN DETAIL TO BE CONSIDERED FOR THE POSITION.

If not completed, you will be disqualified.

If no citations, you must write "N/A".

- * 6. List all motor vehicle accidents you have been involved in as a driver during the last SEVEN (7) years. You must provide the following information for each:
- Date(s) of accident(s)
 - Type of accident(s)
 - Citation(s) issued
 - Driver at fault
 - Disposition of the Case(s) (i.e., how the case(s) was/were handled - pled nolo contendere, paid fine, bond forfeiture, license suspended/revoked, etc.)

THIS MUST BE COMPLETED IN DETAIL TO BE CONSIDERED FOR THE POSITION.

If not completed, you will be disqualified.

If none, you must write "N/A".

- * 7.

If you have ever received a DUI, DWI, or similar offense, please explain. You must provide:

- Date(s)
- Location(s)
- Disposition of the case(s)

THIS MUST BE COMPLETED IN DETAIL TO BE CONSIDERED FOR THE POSITION.

If not completed, you will be disqualified.

If no, you must write "N/A"

- * 8. Have you ever served in the military? Check the selection(s) that apply to you.
- I am/was actively enlisted in the military.
 I have never served in the military.
- * 9. If you were discharged from the military for any reason other than an Honorable Discharge, you must explain in detail. If no, you must write "N/A".
- * 10. If you served in the military, were you ever the subject of any court martials, Article 15, company punishment or disciplinary action?
- Yes
 No
 N/A
- * 11. Has your driver's license ever been suspended and/or revoked for any reason in the last SEVEN (7) years?
- Yes No
- * 12. If your driver's license has ever been suspended, you must provide the following information:
- Date(s) of suspension
 - Reason(s) suspended
 - Date(s) reinstated

THIS MUST BE COMPLETED IN DETAIL TO BE CONSIDERED FOR THE POSITION.

If not completed, you will be disqualified.

If no, you must write "N/A".

- * 13. Have you ever committed any undetected crimes (crimes that you have not been arrested for)? If yes, please explain. If no, list "N/A" as your response.
- * 14. Have you ever consumed any alcoholic beverages or used any type of illegal drugs while working? If yes, you must explain in detail (to include date, employer at time, and type of alcohol or drug consumed). If no, you must write "N/A".
15. Are you currently serving probation for any offense?
- Yes No

* 16. If yes to the above question, you must provide the following information for each:

- Date(s)
- Charge(s)
- Disposition of case(s)

THIS MUST BE COMPLETED IN DETAIL TO BE CONSIDERED FOR THE POSITION.

If not completed, you will be disqualified.

If no, you must write "N/A".

* 17. Have you ever been arrested and/or convicted for a felony offense?

Yes No

* 18. If yes to the above question, you must provide the following information for each:

- Date(s)
- Charge(s)
- Disposition(s)

THIS MUST BE COMPLETED IN DETAIL TO BE CONSIDERED FOR THE POSITION.

If not completed, you will be disqualified.

If no, you must write "N/A".

* 19. Have you ever been arrested and/or convicted for a misdemeanor?

Yes No

* 20. Do you have a current National Registry EMT, EMT-I or AEMT card?

Yes No

* 21. If yes, please provide the Certificate number and expiration date.

In order for this certificate to be considered, you must attach a copy of your certificate to your application.

If no, you must write "N/A".

* 22. Do you have a current State of Georgia EMT, EMT-I or AEMT Certificate?

Yes No

* 23. If yes, please provide the Certificate number and expiration date.

In order for this certificate to be considered, you must attach a copy of your certificate to your application.

If no, you must write "N/A".

* 24.

Do you have an associate's degree, bachelor's degree or higher from an accredited college?

Yes No

* 25. If yes, please describe:

- Name of college or university
- Field of study

In order for this degree to be considered, you must attach a copy of your diploma to this application.

If no, you must write "N/A".

* 26. If you do NOT have a College degree, NR or State of GA EMT, EMT-I/AEMT card, please check the following tests you have taken within the past 5 years with the required scores, as indicated. Your test scores must be attached to this application in order to be considered.

- SAT - minimum score: Verbal 430, Math 400
- SAT - minimum score: Reading - 24, Writing and Language - 25, Math -22
- ACT - minimum score: English 17, Math 17, Reading - 15
- ASSET - minimum score: Reading 38, Writing 38, Math 38
- COMPASS - minimum score: Reading 70, Writing 38, Algebra or Pre-Algebra - 37
- CLASSIC ACCUPLACER (minimum score: Reading Comprehension - 55, Sentence Skills - 60, Arithmetic - 34)*
- NEXT-GENERATION ACCUPLACER (minimum score: Reading - 224, Writing - 236, Arithmetic - 229)*
- none or have not met minimum scores
- N/A - I have not taken these tests but have submitted EMT-I/paramedic certification or diploma

* 27. Over a period of time the duties and responsibilities of a position will tend to change. This may arise from technological changes, or changes in department policies and procedures. Are you willing to accept changes in the duties and responsibilities for the position which you have applied?

Yes No

* 28. Do you have any commitments that would prevent you from working on various shifts, weekends, holidays, or other periods?

Yes No

* 29. If yes to the above question, please provide details. If no, please write "N/A".

* 30. Have you ever applied for a position with Gwinnett County Fire & Emergency Services before?

Yes No

* 31. Did you attach a copy of your high school diploma or G.E.D. certificate? (This is a requirement for this position.)

Yes No

* 32. Did you attach a copy of one of the items listed under #2 of required documents? (This is a requirement for this position.)

Yes No

* Required Question