



WEST CHESTER TOWNSHIP FIRE DEPARTMENT

Minimum Qualifications for Career Firefighter/Paramedic

- A. Must have and maintain certification as State of Ohio Firefighter Level 1
- B. Must have and maintain certification as State of Ohio EMT-Paramedic
***Above certifications required at date of job offer*
- C. Must be 21 years of age at the time of appointment
- D. Must have and maintain a valid State of Ohio Driver's License
- E. Must be a high school graduate or equivalent
- F. Must be physically able to perform all essential Firefighter/Medic duties
- G. Must be able to read, comprehend, and communicate both orally and in writing in the English Language

West Chester Fire Department Career Firefighter/Paramedic Hiring Process

Application

- Complete and sign back of form
- Complete all reference information including address
- Submit a copy of Ohio Driver's License with application
- Submit a copy of Firefighter Level 1 and EMT-Paramedic certification
***Any application that fails to meet all of these criteria will be rejected*

Written Test

- Report at scheduled time with picture ID
- Obtain a passing score on written exam
***Applicants who present an original DD-214 Long Form evidencing an Honorable Discharge from the U.S. Military at the time of the test will receive five (5) additional points added to a passing score*

Capability Test (usually scheduled twice a year: spring and fall)

- Report at scheduled time with picture ID
- Sign the following releases : Physical Capability Liability Test Waiver, Background Release - Motor Vehicle Record, Personal Information Release, Pre-employment Inquiry Release
***Selection for capability testing is dependent upon written exam ranking*

First Interview

***Selection is dependent on passing capability test, written exam ranking, and number of available positions*

Polygraph Examination

***Fingerprints taken by WCPD at time of polygraph exam*

Psychometric Profile



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Background Investigation

- Internal
- Outside Agency
- Driving History

Second Interview

***Steps 4-8 may eliminate an applicant from continuing in the process*

Job Offer

- Sign Medical Release
- Sign Contract for Reimbursement of Hiring and Training Expenses
- Submit to and pass Physical and Drug Screen

Recommendation to West Chester Township Board of Trustees

Trustee Approval and Hire with minimum One Year Probation

Orientation with WCFD