

# **MOOREFIELD TOWNSHIP FIRE DEPARTMENT**

## **JOB POSTING for FIRE CHIEF 3**

### **JOB DESCRIPTION:**

- Full-time position with immediate full benefits (health insurance, paid holidays, paid vacation after one year of employment, accrued paid sick leave)
- Monday – Friday 10:00am to 6:00pm
- \$25.00 per hour
- The details of this position include, but are not limited to the following:
  - Shared administrative office duties with Fire Chief 2 (time cards, scheduling, etc.)
  - Submitting monthly reports from fire runs
  - Knowledge of ESO Reporting System to include quality management
  - New employee training/check-offs
  - Fleet maintenance
  - Building maintenance

### **QUALIFICATIONS:**

- Paramedic
- Level 2 Firefighter
- Certified Fire Inspector (if not, willing to train)
- Knowledge and understanding of Fire and EMS equipment and operation

### **HOW TO APPLY:**

Any interested applicant needs to submit their resume to Chief Rick Foreman by November 25, 2020.