

Job Information



Celina Fire Department

1413 S. Preston Rd.
Celina, TX. 75009
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Contact Information for Applicants

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October 13, 2016

Job Classification

Firefighter

Salary Information

STEP 1: FF/EMT - \$41,552
Paramedic \$48,388



Benefit Information

The City of Celina participates in the [Texas Municipal Retirement System](#) (TMRS). The employee's TMRS contribution is 7% of their gross salary and is deposited on a pre-tax basis into their individual account. The City matches the employee's deposits at a rate of 2:1 or 14%. The City of Celina acknowledges 11 holidays per calendar year with the addition of vacation at an accrual rate associated with tenure. Several health insurance plans are offered for employees to include family plans. The City of Celina contributes \$500.00 per month towards the sum of health care coverage to include general health care, vision, dental, life insurance and long term disability. Any leftover or remaining balances are deposited into an HRA or HSA account, depending on benefit elections, to be used for medical expenses.

Department Information

Celina is a rapidly growing community and home to many new businesses with the addition of numerous subdivisions. This is the time to be in Celina! And what better way to enjoy the benefits

of Celina than to be a part of our team? Celina Fire Department is centered on an organizational culture that believes "your safety is our profession." We value and adhere to behavior of extreme character and professionalism not only while on duty but in our home life. The emphasis on this cultural value allows Celina's Fire Department to possess a customer-centered brand focused on serving the community and each other!

Population: 12,000

Estimated 5 year population: 35,000

Job Requirements

The following conditions must be met in order to be considered for the position

Age: 18

US Citizen: Yes

High School Grad/GED: Yes

Valid TEXAS State Driver's License: Yes

Ability to Read/Speak English: Yes

Vision: No, Corrected lenses

Academy Certification: Yes

Other Minimum Requirements:

- Must be registered with the US selective service
- Applicants who are NOT paramedics must be certified firefighters and EMT's.

Preferred Qualifications:

- Applicants that are both certified firefighters AND paramedics (certified from the Texas Department of State Health Services) are preferred.
- Prior Experience Preferred



Application Process

1. Application – 10/31/2016 through 11/18/16

- a. You must be prepared to upload copies of the following documents when you complete the on-line application:
 - Texas Commission on Fire Protection (TCFP) Firefighter Certification
 - Texas Department of State Health Services (TDSHS) status verification (obtained from the TDSHS website database)
 - Driver's license (Note: out of state driver's license copies will be accepted initially. However, the applicant must possess a valid Texas driver license prior to being offered employment.)
 - DD 214 (If applicable)
 - Proof of identity and employment authorization.
- b. **The personal history statement packet.** MUST be filled out correctly and completely and returned when you report for the physical ability examination on December 10, 2016. In case of inclement weather, the packet will be due on the reschedule date which occurs on Saturday, December 17, 2016.

2. Preliminary applicant screening – To be performed internally

3. Invitation to written examination

Applicants that pass the preliminary background check will receive an email invitation to take the written examination. Only invited applicants will be allowed to sit for the examination.

4. Written examination – 10:00 A.M. Saturday, December 3, 2016.

A video based examination is given for the position of Firefighter. The exam tests your basic math, mechanical and reasoning ability.

5. **Invitation to physical examination**– A predetermined number of applicants will be invited to the physical examination based on the current openings within the organization. Those applicants not invited to the initial physical examination but have passed the written examination will be placed in a holding pattern for 1 year. Applicants may be invited to the physical examination at a later date within the year if the organization has a need for more candidates.

6. Physical ability examination – 10:00 A.M. Saturday, December 10, 2016

Alternate Date – In the event of inclement weather – Saturday, December 17, 2016

****Personal history statement packet must be completed and turned in on the date of the physical ability examination. ****

7. **Interview panel/Chiefs interview** – 9:00 A.M. – 4:00 P.M. Thursday, January 5, 2017

If selected to interview, candidates are given a 20-30 minute interview by a panel of current Firefighters and Fire Officers. Candidates are ranked by the results of this panel. Applicants who pass this panel will immediately participate in a Chiefs interview to include the Fire Chief, Assistant Chief and Division Chief.

8. **Background investigation**

A thorough investigation based on the responses in your interview, Personal History Statement and reference checks will be completed.

9. **Job Notification**

If selected, a contingent job offer will be made to candidate/candidates that have successfully completed the process. This offer is contingent upon successful results of a drug screening administered by a 3rd party service.

10. **Offer of employment**

Candidates that have successfully completed the drug screening will be notified with an official offer of employment to include a start date.

Other Requirements

Must successfully complete all phases of the employment process as scheduled, including a physical agility test, oral interview, and drug screen. A work schedule of 48 hours off, 24 hours on is required. Mandatory holiday and weekend work.

MORE INFORMATION AND APPLICATIONS MAY BE OBTAINED ONLINE AT

www.celina-tx.gov

