

SHREVEPORT MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD POSTING NOTICE FOR A COMPETITIVE EXAMINATION

FIRE TRAINING OFFICER

A written examination will be given in approximately ninety (90) days, on a Competitive basis to approved applicants for the purpose of placing names on the competitive employment list for the class of **FIRE TRAINING OFFICER** in accordance with the provisions of the Municipal Fire and Police Civil Service Law and the rules of the Shreveport Municipal Fire and Police Civil Service Board

Application forms may be obtained from but must be returned to: Shreveport Municipal Fire and Police Civil Service Board located at 7300 Mansfield, Shreveport, Louisiana, 71108. Office phone: 318-673-6719, Fax number: 318-629-1986.

Completed applications and the required attachments must be received in the Civil Service Office listed above by (Deadline Date:) **Thursday, April 2, 2020 (OFFICE CLOSE AT 5PM/FAX UNTIL MIDNIGHT.)** Approved applicants will be notified least five (5) days prior to the examination date.

NOTE: WRITE YOUR COMPLETE ADDRESS ON THE APPLICATION WHICH CONTAINS APARTMENT NUMBERS, THE CITY, STATE AND ZIP. PLEASE INDICATE THE POSITION YOU ARE APPLYING FOR ON THE APPLICATION.

QUALIFICATION REQUIREMENTS FOR ADMISSION TO EXAMINATION

Unless otherwise specified, all requirements must be met before admission to examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States and passing a civil service examination for the position.

Must be not less than twenty-one (21) years of age.

Applicant must possess one of the following: high school diploma, general educational development (G.E.D.) certificate, high school transcript, affidavit from the issuing high school, associate's or bachelor's degree, or college transcript, any one of which must indicate that graduation has occurred or a degree awarded. A certification of completion shall not be sufficient to substitute for a diploma or G.E.D. certificate.

Must have at least three (3) years experience as a firefighter in a paid fire department.

Must possess and maintain State of Louisiana certification as an Emergency Medical Technician (basic or higher level of certification.)

After offer of employment, but before beginning work in this class, must pass a medical examination prepared and administered by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

AS A REMINDER, PLEASE FILL OUT THE COMPETITIVE APPLICATION

Copies of the following MUST BE ATTACHED to your application for it to be considered:

- a. Birth Certificate or Proof of Citizenship, if not born in the United States.
- b. Education requirement as listed above.
- c. State of Louisiana certification as an Emergency Medical Technician (Basic or higher level of certification.)
- d. Verification at least (3) years experience as a firefighter in a paid fire department

Carol Bradley

Secretary, Fire and Police Civil Service Board

Dr. Michael Carter

Chairman, Fire and Police Civil Service Board

PLEASE POST AT ALL FIRE STATIONS AND PLACE IN DOCUMENT BOOKS

POST THIS NOTICE FROM February 13, 2020 through April 2, 2020

DO NOT REMOVE BY ORDER OF

THE MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD

THE CITY OF SHREVEPORT IS AN EQUAL OPPORTUNITY EMPLOYER