

CITY OF STERLING HEIGHTS FIREFIGHTER RECRUITMENT

The City of Sterling Heights is now recruiting for position of Firefighter to establish an eligibility list. Applicants must meet the minimum requirements and complete the application and selection process.

Starting salary is \$55,605 (2023 first step rate), with six month step increases to \$92,392 (2024 last step rate) after 5 years, plus excellent fringe benefit package. A candidate who has prior experience as a professional Firefighter may be placed at a higher rate of one (1) step for each year of prior experience, up to a maximum of four (4) steps. Firefighters work only 10 shifts per month and have opportunity for overtime.

MINIMUM REQUIREMENTS 2023

1. Citizenship of the United States must be maintained as a condition of employment. Applicant must submit birth certificate, passport or naturalization papers.
2. Within six months after completion of probation, an officer must reside within the geographic boundaries of one of the following five Michigan counties that are within twenty (20) miles of the City's municipal boundaries:
 - a. Macomb
 - b. St. Clair
 - c. Lapeer
 - d. Oakland
 - e. Wayne
3. Not less than eighteen (18) years of age on the date of application.
4. Applicant must be the holder of a valid Michigan driver's (or chauffeur's) license (or an equivalent from another state) and have a good driving record in accordance with, but not limited to the following standards:
 - a. No conviction of, or plea of guilty or no contest to, an alcohol-related driving offense during the 7 years preceding the application deadline, and not more than one conviction during the applicant's lifetime
 - b. No conviction of, or plea of guilty or no contest to, reckless driving during the 7 years preceding creation of the applicant's examination profile
 - c. No more than 3 points on the applicant's driving record at any time during the 7 years preceding creation of the applicant's examination profile
 - d. No more than 2 moving violations issued to the applicant during the 2 years preceding creation of the applicant's examination profile and no more than 5 during the 7 years preceding creation of the applicant's examination profile

- e. No more than 2 motor vehicle accidents determined to have been the fault of the applicant during the 7 years preceding creation of the applicant's examination profile
 - f. No loss of driving privileges through suspension or revocation by the State of Michigan or any other state or country during the 5 years preceding creation of the applicant's examination profile
5. Must not have been convicted of a violation of criminal law. (Criminal law generally includes traffic law, conservation law, and liquor law.) In general, conviction for a violation of criminal law is automatic disqualification, unless the violation is a driving-related offense outside of the disqualification parameters set forth in Section 4 above. However, in the discretion of the Fire Chief based on the individual facts and circumstances involved, applicants who have one prior conviction for a misdemeanor punishable by 90 days in jail or less may still be considered.
 6. Capable of performing the essential job functions of firefighter as set forth in Fire Department Rules and Regulations.
 7. Educational minimum of a high school diploma or GED Certificate.
 8. Must possess or be eligible to obtain a State of Michigan Firefighter II Certificate at time of hire. Applicants must submit copy of current certificate or proof of IFSAC, Pro-board Certification or State certificate for reciprocity for Firefighter I and II at time of contingent offer of employment.

**Candidates will be considered for hire who do not currently have their State of Michigan Firefighter II Certificate or who are not currently enrolled in an accredited Fire Academy school as defined and agreed upon through a current Letter of Understanding with the IAFF Firefighters Union.*

9. Must possess a State of Michigan Paramedic license or be currently enrolled in a State of Michigan Paramedic program or pending licensure as a State of Michigan Paramedic. Applicant must possess and submit proof of a State of Michigan Paramedic license at time of hire. Candidates must possess and submit proof of Advanced Cardiac Life Support certification at time of hire or time in which the Michigan Paramedic license is obtained. Out of state candidates are highly encouraged to start the reciprocity process in advance through the National Registry Certification and the State of Michigan.

**Candidates will be considered for hire who do not currently have their Michigan Paramedic license or candidates who are pending licensure as defined and agreed upon through a current Letter of Understanding with the IAFF Firefighters Union.*

10. Must read, understand and comply with the Sterling Heights Fire Department "Professional Appearances/Grooming Standards" Administrative Order. Applicant will receive and must sign and return acknowledgement form at time of application.

11. Must possess current CPAT (Candidate Physical Ability Test) certification and submit proof of certification at time hire. A CPAT is not required for new hires who have experience with an IAFF municipal fire department and who have obtained their CPAT within the last 5 (five) years. Candidates must provide proof of their CPAT certification.
12. Must possess good moral character determined by a favorable comprehensive background investigation covering school and employment records, home environment, and personal traits and integrity. This includes arrest and expunged convictions, all previous law violations and personal protection orders.
13. Must not have previously failed a City of Sterling Heights pre-employment background investigation.

APPLICATION AND SELECTION PROCESS

Applicants must first create a profile and then register and take the written exam to be administered by Empco, Inc. Go to Empco's website at <https://www.empco.net/testing> to register for the written exam and pay the exam fee. Applicants must complete the online profile and have a current score as of **Sunday, March 19, 2023**. **Test scores with Empco are active for one year.**

Applicants with a current score of 70% or above on the written examination as of Sunday, March 19, 2023 and meeting the above minimum requirements according to their EMPCO profile will receive an email from Human Resources with instructions on completing the application (a deadline will be provided in the email). Candidates will be scheduled for an oral interview upon submission of the application and supporting documents. Applicants must score 70% or better to pass the oral examination. A two-year eligibility list will then be formulated based on the average of the applicants' written and oral scores.

Applicants must successfully pass the character background check, psychological examination, drug test and physical examination administered by or directed by the City of Sterling Heights.

**Human Resources may reach out to candidates who have active scores with Empco or scores that are not otherwise expiring before Sunday, March 19, 2023 with instructions on completing the online application to expedite the application process and scheduling of oral board interviews.*

The City of Sterling Heights is an equal opportunity employer and does not discriminate on the basis of race, religion, color, age, disability, sex or marital status. Equal Opportunity Employer M\F\D

**CITY OF STERLING HEIGHTS
FIREFIGHTER
SUMMARY OF COMPENSATION AND BENEFITS**

1. Salary:

- Starting pay is \$55,605 to \$92,392 (56 hour workweek) after 5 years plus excellent fringe benefit package. A candidate who has prior experience as a professional Firefighter with an IAFF municipal fire department, only, may be placed at a higher rate of up to 4 steps for each year of prior experience.

<u>No. of Full Years' Prior Experience</u>	<u>Step Increase from Start Step</u>
1 Year	1 Step
2 Years	2 Steps
3 Years	3 Steps
4 Years	4 Steps

Base Salary (No Prior Experience)	One (1) Full Year Prior Service	Two (2) Full Years' Prior Service	Three (3) Full Years' Prior Service	Four (4) Full Years' Prior Service
\$55,605	\$57,431	\$59,323	\$61,278	\$69,446

2. Medical insurance:

- Blue Cross Blue Shield Simply Blue PPO high deductible plan. Deductible is \$2,000 single\ \$4,000 two people or family. Prescription drug \$5\ \$25\ \$50.
- City funds the employees' Health Savings Account with \$1,200 for single enrollment or \$2,400 for two people or family enrollment. No premium share for the employee. City also matches employee contributions to the Health Savings Account (HSA) up to \$600 single/\$800 two person or family.
- Employee pays premium costs in excess of state mandated hard cap.

3. Dental insurance:

- The City provides at no cost, the Blue Cross Blue Shield Dentemax Dental Plan, maximum benefit per family member is \$1,000 per year.

4. Optical Insurance

- The City provides at no cost, an optical plan to the employee and his or her dependents, which includes an annual eye examination and biennial purchase of lenses and frames (or equivalent) to the employee and his or her dependents. The co-pay for eye exams is \$5.00 with a \$10.00 co-pay for the purchase of eyewear.

5. Employee On-Site Health & Wellness Center

- The City has an on-site Employee Health & Wellness Center through Premise Health. The Center is located in the lower level of our City Hall offices and is staffed with a physician and nurse. Employees, their spouses, and dependents (who are actively

enrolled on the City's health insurance plan) can be seen for acute and chronic care. There is also an on-site medication dispensary. Employees are charged \$30 for the visit which is inclusive of the visit, any labs that are completed, as well as any medications that are dispensed. The Center is optional for employees to use and is completely confidential – the Center is compliant with all HIPPA law rules and regulations.

6. Pension:

- Defined benefit pension plan - 2.5% multiplier
- Eligible for retirement after 25 years of service
- Final average compensation best 3 out of 10 years
- Employee contributes 10% of compensation
- Social Security – do not pay into nor is employee eligible for social security benefits based on city service

7. Retiree medical insurance

- No medical insurance is provided to the retiree
- \$3,000 is contributed **annually** by the City to a post-employment health plan which the retiree may use to defray the cost of health care.

8. Holidays

- Paid 240 hours annually in lieu of time off for holidays.

9. Vacation

- | | |
|-----------------------------|------------------|
| ▪ After one yr of service | 7 working days |
| ▪ 2 yrs of service | 9 working days |
| ▪ 3 yrs of service | 11 working day s |
| ▪ 4 yrs of service | 13 working days |
| ▪ 5 yrs of service | 14 working days |
| ▪ 10 yrs of service | 15 working days |
| ▪ 15 yrs of service or more | 16 working days |

10. Sick time and personal time

- Accrue 20 hours of sick leave for each month of employment
- All sick leave hours in excess of 240 hours each year bought back at 75% in June
- 4 hours personal time are earned each month of employment
- Personal time hours in excess of 96 hours are bought back at 100% in June

11. Short term and long term non duty disability

- 60 percent of base pay

12. Uniform and Food allowances

- \$1,250 for food allowance
- \$1,250 for uniform allowance

13. Longevity pay

- 5 years\$1,430

- 10 years \$1,944
- 15 years \$2,457
- 20 years \$2,970

14. Life Insurance

- At no cost to the employee, the City provides a \$50,000 life insurance with double indemnity for accidental death.
- At no cost to the Retiree, the City provides a \$10,000 life insurance until age 70.

15. Education Allowance

- Employees who have achieved a Degree from an accredited college or university shall be entitled an annual stipend based on highest degree level as follows:
 - Associates Degree - \$600
 - Bachelor's Degree - \$5,000
 - Master's Degree - \$1,500

16. Tuition Reimbursement

- 75% reimbursement for tuition, lab, and student fees, and required textbooks to a maximum of \$3,000 per year for undergraduate courses and \$4,000 per year for graduate courses.

NOTE: This is just a general summary of salary and benefits provided by the collective bargaining agreement.
