



Training Division Officer (Part Time)

The Jeffersontown Fire Protection District (JFPD) is now accepting applications for a part time Training Officer. Applicants may pick up an application at 10530 Watterson Trail, Jeffersontown Kentucky, 40299. Applications may be picked up between the hours of 9am and 4pm Monday through Friday.

Applicants must submit a cover letter of interest, resume and completed application to the administrative office no later than 4pm on Friday, February 22, 2019.

Minimum Qualifications

- Meets the requirements and qualifications according to the JFPD “Essential Functions of a Firefighter”
- Eight (8) years of active service, two (2) of which shall be at the Captains position with a department of comparable size of the JFPD
- Able to delegate responsibilities to subordinates and maintain confidential material and information
- Able to learn new procedures, incident scene safety and techniques of fire suppression, as well as fire service management
- Skill in tact and diplomacy when dealing with the public and department personnel
- Skill in written and oral communications for reports and actions required of the position
- Knowledge of federal regulations, state laws (KRS) and county ordinances pertaining to fire service and emergency response situations
- Must be familiar with Firehouse Software, ability to manage records and reports
- Must be familiar with Microsoft Office, including Excel and Word
- Level 1 KY Fire Instructor
- KY Emergency Medical Technician
- Current (CPAT) Candidate Physical Ability Test Card *****CPAT is waived for Temporary Employment and/or Lateral entry Paid Firefighter (Previous CPAT if hired after 2013)*
- High School Diploma or GED
- Current Driver’s License
- Completion of Incident Safety Officer class within 1 year of appointment
- Must be able to drive and operate all equipment of the JFPD within 1 year of appointment
- Ability to carry out directives in a timely and professional manner
- Ability to deliver instruction in both the classroom and field training environments

Desired Qualifications

- Kentucky certified Fire Instructor II
- EVDT-Instructor certified through VFIS
- CPR/BLS Instructor certified through American Heart Association
- Previous experience in Training division or implementing of training programs
- Technical Rescue certification or background in Trench, Swift Water, Confined Space, HazMat, Rope Rescue.

Selection Process

Qualified applicants submitting a complete packet will be notified of the date, time and location for the interview process.

- Completed cover letter, resume and application
- Review of submitted material
- Oral interview

The position will be approximately 24 hours a week with flexible scheduling Monday through Friday. Night and weekends are a possibility depending on needs of the department. The applicant will not work over 100 hours per month.

The Jeffersontown Fire District is an equal opportunity employer and strives to provide a desirable wage with a flexible work schedule with no other benefits offered or implied. The district will provide uniforms and a uniform allowance as set forth in policy.