



Mohawk Valley RFD  
P.O. Box 718  
92068 Marcola Rd  
Marcola, Or 97454  
Phone: 541-933-2907

## **Temporary Summer Position**

**To start on June 24, 2019**

**32 hours per week average**

**\$15.00 per hour**

### **Position Description**

The Mohawk Valley RFD will be hiring one position for a part time summer help. Candidate duties will be to assist staff of the Mohawk Valley RFD with day to day operations and projects. Their duties may include, but not limited to department station / yard maintenance, apparatus maintenance, and assisting with other projects as assigned by staff. The candidate will have the ability to respond on emergency calls for service as needed.

### **Supervision Received**

Works under the direct supervision of the Maintenance Officer, Training Officer, or Fire Chief. Candidate will follow standard district chain of command when responding on calls.

### **Supervision Exercised**

None

### **Minimum Qualifications**

- Must be at least 18 years of age
- Must have high school diploma or GED equivalent
- Must possess a valid Oregon driver's license with clean Driving record
- Must have two year of driving experience and meet districts driving policy
- One year experience working with fire and EMS personnel
- Must be in good physical condition



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## Desirable Qualifications

- Be Certified as an Oregon Emergency Medical Responder or above
- NFPA Hazardous Materials First Responder Operations Level
- DPSST Interface Firefighter
- Experience with day to day yard maintenance equipment and small hand tools

## Necessary Knowledge, Skills and Abilities

- Have working knowledge of the day to day operations of a fire district
- Skilled in the operations of listed tools and equipment
  - Yard care power equipment
  - Small hand tools and equipment
- Have the ability to:
  - Follow verbal and written instructions
  - Handle all physical requirements of the job
  - Communicate effectively, both verbally and in writing
  - Establish effective working relationships with members, other agencies and the public
  - Meet special requirements as listed

## Application Directions

1. Complete Application Form
2. Provide all necessary documentation
3. Provide brief resume
4. Return completed application packet to:

Mail: Mohawk Valley RFD  
P.O. Box 718  
Marcola, OR 97454  
or

In Person: 92068 Marcola Rd.  
Springfield, OR 97478

5. Faxed applications will be accepted
6. Return all items by 5:00 p.m. June 7, 2019



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## **Application Process**

Applications due

June 7, 2019 at 1700

Application Screening

June 10, 2019

Applicant Notification

June 10, 2019

Interviews

June 14, 2019

Job Offer

June 17, 2019

Start Work

June 24, 2019

**Contact Mohawk Valley RFD for application Packet in person or by phone at 541-933-2907**