



HUMBLE FIRE RESCUE

108 W Main St. – Humble, TX 77338

HR: 281-446-3101 Station: 281-446-2212



COMPREHENSIVE BENEFITS PACKAGE

- TMRS Pension Plan – 2 to 1 matching at 7% employee contribution
- Medical, Dental, and Vision Insurance – Amazing coverage; Premiums are as low, with multiple plans to choose from.
- Life/AD&D Insurance – \$75,000 for employee, provided at no cost, discounted rates for family members.
- Retiree Health, Dental, Vision and Life Insurance Provided
- Deferred Compensation Plan – 457(b)
- Employee Assistance Plan
- Supplemental policies available
- Longevity paid at \$10.00 per month, per year of service
- Social Security
- Rotation on apparatus – Never “stuck on a truck”
- All uniforms and gear provided



The City of Humble is 10 square miles located, 20 minutes northeast of downtown Houston and just east of Bush Intercontinental Airport. We are comprised of residential, industrial, and a wide variety of commercial locations.

Now accepting
applications for:

**Firefighter/Paramedic
(Multiple Positions)**

Consideration will be given to those currently
in a Fire Academy or a Paramedic Program

SHIFT SCHEDULE: 48/96

(48 hours on / 96 hours off)

Starting Salary:

\$67,329 - \$73,572

(dependent on experience)

Top out for FF/P: \$90,485

—PLUS—

**Certification /
Education Pay:**

(per year)

Intermediate FF- \$1200*

Advanced FF- \$2400*

Master FF- \$4800*

Licensed Paramedic- \$2400*

Critical Care Medic- \$2400*

Registered Nurse- 4800*

**highest one paid*

Competitive Educational Pay

\$600 - \$2400

Bilingual Pay - \$900

**Tons of Additional
Certification Pay**

Up to \$2,880 annually

(in addition to those listed above)

Fill out the attached application for employment

Email completed applications to careers@cityofhumble.net



City of Humble Employment Opportunity Job Number – FD-20221001-FFP

DATE POSTED:	01/11/2024	OPEN UNTIL:	Filed
JOB TITLE:	Firefighter / Paramedic	FLSA STATUS:	Non-Exempt
JOB CLASS:	Full-Time	DEPARTMENT:	Fire Department
REPORTS TO:	Assigned Captain or Lieutenant	LOCATION:	Fire Station
WORK HOURS:	Rotating Shift Schedule (48/96)	ESSENTIAL*:	Yes

Position Summary:

This position exists to protect life and property through firefighting and EMS activities often performed under conditions which require strenuous physical exertion. Major elements of a Firefighter's work are the participation in supervised drills, and training in firefighting and EMS skills. Time is also spent on special and routine maintenance of equipment and apparatus and routine care of buildings and grounds, as well as public education activities. Firefighters report directly to their assigned Lieutenant or Captain; who will review their performance on a regular basis. Work in this position requires considerable responsibility and professional decision-making.

Duties and Responsibilities:

The types and levels of emergency services provided by the fire department, together with a consideration of the structures and occupancies comprising the community, and the configuration of the fire department dictates the essential job tasks of fire department members / employees. This is not an all-inclusive list; other duties may be assigned as the needs of the department dictate.

- Shall have regular and timely attendance at work.
- Respond to emergency medical scenes, fire incidents, and other related emergency requests.
- Operate apparatus/vehicles in both emergency (lights / sirens) and non-emergency modes.
- Performs rescue, salvage, and, at times, general firefighting duties at fire scenes.
- Perform strenuous duties and life threatening work in a noisy, hot, and extremely dangerous environment often for extended periods of time.
- Attends in-service / continuing education training in firefighting, emergency medical service, and related duties.
- Participates in physical fitness activities to maintain physical conditioning.
- Demonstrates superior seamless customer service, integrity, and commitment to innovation, efficiency, and fiscally responsible activity.
- Participates in the maintenance, operation, and cleaning of fire equipment, apparatus and facilities.
- Shall perform any other duties as prescribed by an officer of the department.
- Shall work in capacity of Driver/Operator, when called upon to do so, after released by assigned shift officers.

Knowledge, Skills, and Abilities:

- Knowledge of, and familiarity with, firefighting principles, practices and procedures.
- Knowledge of, and familiarity with, emergency medical principles, practices, procedures and protocol.
- Ability to perform all assigned duties and responsibilities.
- Produce written documents with clearly organized thoughts using proper English sentence construction, punctuation, and grammar.
- Work cooperatively with other City employees and the public.
- Enter data or information into a terminal, PC, or tablet style computer.
- Communicate orally with the public in one-on-one settings, in group settings, or on the telephone.
- Observe or monitor people's behavior, or objects to determine compliance with prescribed operating or safety standards.
- Understand and follow oral and written instructions in the English language.
- Must possess and maintain visual acuity and hearing consistent with NFPA 1582 standards.
- Make life or death decisions during emergency situations.
- Learn job related material through structured lecture, reading, oral instruction and observation. This learning takes place in both a classroom setting and in an on-the-job training setting.
- Ability to tread water
- Use of Self Contained Breathing Apparatus and protective clothing to prevent exposure to hazardous materials and infectious waste.
- Work safely without presenting a direct threat to self or others.
- Work in such a manner that promotes a positive work environment, free of harassment and discrimination.

Minimum Requirements:

- Must be a citizen of the United States
- Must be at least 18 years of age
- Must not have been convicted of or admitted to conduct which constitutes a felony under State, Federal or Military Law.
- Must not have any current criminal charges pending.
- Must pass a written test, physical test, psychological test, criminal background evaluation, and a drug-screen.
- Class B Driver's License through the Texas Department of Public Safety within 18 months of employment
- Honorable Discharge if prior military service.

- **Certification**
 - Basic Structural Firefighter – Texas Commission on Fire Protection
 - Paramedic Certification through Texas Department of State Health Services (TDSHS) or National Registry
 - Driver / Operator: Pumper – Texas Commission on Fire Protection; obtained within 18 months of employment

- **Education**
 - High School Diploma / G.E.D.

Consideration will be given to those that have obtained the Structural Firefighter certification and are currently in a paramedic program.

Consideration will be given to those that have obtained the Paramedic certification and are currently in a fire academy for a structural firefighter certification.

***Essential Position:**

The types and levels of emergency services provided by the Fire/Police department, together with a consideration of the structures and occupancies comprising the community, and the configuration of the fire department dictates the essential job tasks of fire department members/employees. This is a position that is essential to the provision of emergency services during and/or following a disaster. Employees in this position may be required to remain on duty during a man-made or natural disaster despite a general evacuation order for the area. Such employees are also expected to remain available for their normal shifts and for recall to emergency duty unless specifically released by Fire/Police Department Management to evacuate. Employees in this position are specifically advised to plan accordingly for these circumstances and that any failure to adhere to these requirements may result in disciplinary action up to and including termination.

Physical Demands/Working Conditions:

The statements contained in this job description reflect general details to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility. It should not be considered an all-inclusive list of work requirements. Individuals may perform other duties as assigned, including work in other divisional areas to cover for absences, to equalize work during peak periods and/or otherwise balance workload.

Required Attachments to Application:

Applicants must submit clean, clear copies of the following documents with application:

- TCFP Certification
- DSHS (Paramedic or EMT-Basic) Certification
- Texas Driver's License
- College Transcript, if applicable
- DD-214 if prior military service
- Physical Ability Testing Claim Release (attached)

Do not attach resumes, certificates, reference letters, or any other information not specifically requested



City of Humble **Employment Opportunity** **Job Number – FD-20221001-FFP**

Employment Steps:

- Application form with all required documents
- Written Test
- Physical Ability Test
- Psychological Evaluation
- Thorough and extensive criminal background investigation
- Oral Interview
- Conditional job offer
- Medical Screening
- Final job offer

The applicant must maintain the required certifications as prescribed by the Department in order to remain employed. Do not expect to test if you haven't submitted all required documents.

APPLICANTS MAY BE REJECTED FOR EMPLOYMENT AT ANY POINT IN THE HIRING PROCESS.

Any misrepresentation or omission in the application or other forms will be grounds for rejection or dismissal.

An applicant is unacceptable if the applicant's MVR in the last three years shows;

- Driving while intoxicated or impaired or under the influence of drugs;
- Criminal type convictions (e.g. negligent homicide, manslaughter, hit and run, etc.).

An applicant is unacceptable if the applicant's MVR shows;

- Two or more moving violations within the past twenty-four months;
- Three "at fault" accidents within the past thirty-six months;
- Four "at fault" accidents within the past sixty months;
- Suspended license within the past twenty-four months

Compensation:

- Starting pay ranges from \$67,329 to \$73,572 per year, dependent on previous experience
- This pay is calculated at;
- \$22.5634 to \$24.6556 per hour for 2756 hrs + 152 hrs of scheduled overtime
- Working a 48/96 schedule (48 hrs on and 96 hrs off), this will average 56 hrs per week, over a year.
- Other benefits include Life/AD&D insurance, medical, dental, vision, vacation leave, sick leave, 13 holidays, Texas Municipal Retirement System pension 7 % mandatory with 2:1 match, disability benefits, longevity pay, and certification pay for specialized training.

***Essential Position:**

The types and levels of emergency services provided by the Fire/Police department, together with a consideration of the structures and occupancies comprising the community, and the configuration of the fire department dictates the essential job tasks of fire department members/employees. This is a position that is essential to the provision of emergency services during and/or following a disaster. Employees in this position may be required to remain on duty during a man-made or natural disaster despite a general evacuation order for the area. Such employees are also expected to remain available for their normal shifts and for recall to emergency duty unless specifically released by Fire/Police Department Management to evacuate. Employees in this position are specifically advised to plan accordingly for these circumstances and that any failure to adhere to these requirements may result in disciplinary action up to and including termination.

Physical Demands/Working Conditions:

This position will work both indoors and outdoors in extreme heat (100°+) and cold (20°F) around potential mechanical, electrical, explosive, radiation, fume/odor, dust/mite, chemical, natural, and toxic waste hazards.

The statements contained in this job description reflect general details to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility. It should not be considered an all-inclusive list of work requirements. Individuals may perform other duties as assigned, including work in other divisional areas to cover for absences, to equalize work during peak periods and/or otherwise balance workload.

Resumes are not accepted in lieu of an application. Applications may be downloaded at www.cityofhumbletx.gov, under Links select Employment. Once the application is completed it should be emailed to careers@cityofhumble.net. Please be sure to include the Job Number in the Subject line on all emails.

The City of Humble is an AT-WILL-EMPLOYER and only accepts applications for positions that are currently posted. Applications will be reviewed by Human Resources and then forwarded to the hiring department to contact the selected applicants for interviews. Only applicants selected for interviews will be contacted.

CITY OF HUMBLE

APPLICATION FOR EMPLOYMENT

Prospective employees will receive consideration without discrimination based on race, creed, color, gender, age, national origin, handicap, veteran status or any other legally protected status.

Date Received:

Time Received:

Received By:

Sent to Dept:

PLEASE INDICATE POSITION APPLYING FOR HERE: _____

LAST NAME	First	MIDDLE	DATE
STREET ADDRESS			HOME TELEPHONE
CITY, STATE, ZIP			BUSINESS TELEPHONE
EMAIL:			CELL/OTHER PHONE NUMBER:
SOCIAL SECURITY NUMBER:			SALARY EXPECTED: \$ _____ per _____
CHECK ALL TYPES WORK YOU WILL ACCEPT: <input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> TEMPORARY			WILL YOU WORK OVERTIME IF ASKED: <input type="checkbox"/> YES <input type="checkbox"/> NO
ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE UNITED STATES? <input type="checkbox"/> YES <input type="checkbox"/> NO			WHEN WILL YOU BE AVAILABLE TO BEGIN WORK?
HAVE YOU EVER BEEN CONVICTED OF ANY CRIMES IN THE PAST, EXCLUDING MISDEMEANORS AND SUMMARY OFFENSES, WHICH HAVE NOT BEEN ANNULLED, EXPUNGED OR SEALED BY A COURT? (A CONVICTION IS NOT AN AUTOMATIC BAR TO EMPLOYMENT AND WILL BE A FACTOR IN THE EMPLOYMENT DECISION ONLY IF THE CRIME IS RELEVANT TO THE POSITION FOR WHICH YOU ARE APPLYING.) <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, DESCRIBE IN FULL: _____ _____ _____			HAVE YOU EVER BEEN BONDED? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, WITH WHAT EMPLOYERS? _____ _____

EDUCATION, TRAINING AND SKILLS

DO YOU HAVE A HIGH SCHOOL DIPLOMA? <input type="checkbox"/> YES <input type="checkbox"/> NO	DO YOU HAVE A G.E.D.? <input type="checkbox"/> YES <input type="checkbox"/> NO	DIPLOMA OR G.E.D. CERTIFICATE RECEIVED FROM: _____ CITY/STATE: _____		
COLLEGE, POST GRADUATE, TECHNICAL, OR VOCATIONAL SCHOOL:				
Name	Location	Course of Study	Years Completed	Degree Received
Describe any other specialized training, apprenticeships, etc. _____ _____				

Applicant's Name: _____
Position Applying for: _____

List any foreign language(s) and check the box that best describes your skill level:				
Language:	Read and Write	Read and Speak	Read only:	Speak only:

SKILLS:	
The following space is provided for other information concerning special training, interests, career goals, or any other data you wish to provide:	
Software Proficiency	<input type="checkbox"/> Microsoft Word Version if known, _____ <input type="checkbox"/> Other Word Processing program, specify: _____ <input type="checkbox"/> Excel , Version if known, _____ <input type="checkbox"/> Desktop Publishing, specify _____ <input type="checkbox"/> Other Software, specify _____ <input type="checkbox"/> Microsoft Office Version if known, _____
Equipment:	<input type="checkbox"/> Standard Business copier(s) <input type="checkbox"/> Calculator/ 10 Key (by touch) <input type="checkbox"/> Other Equipment, specify _____ <input type="checkbox"/> Typing, words per minute _____
Other job related skills: _____ _____ _____	

EMPLOYMENT HISTORY	
Beginning with the most recent, list all employment for the past ten (10) years. ALL APPLICABLE BLANKS MUST BE COMPLETED. RESUMES MAY NOT BE SUBMITTED IN PLACE OF EMPLOYMENT HISTORY, but may be attached as a supplement to your application.	
If any employment was under a different name, indicate name:	
Employer:	Phone:
Position held:	Employment dates:
Address:	City/State/Zip:
Supervisor Name:	Salary: \$ _____ per
Type of Business:	May we contact this Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Brief description of duties:	

Reason for leaving:

EMPLOYMENT HISTORY

Beginning with the most recent, list all employment for the past ten (10) years. ALL APPLICABLE BLANKS MUST BE COMPLETED.
RESUMES MAY NOT BE SUBMITTED IN PLACE OF EMPLOYMENT HISTORY, but may be attached as a supplement to your application.

If any employment was under a different name, indicate name:

Employer:	Phone:
Position held:	Employment dates:
Address:	City/State/Zip:
Supervisor Name:	Salary: \$ _____ per
Type of Business:	May we contact this Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Brief description of duties:	
Reason for leaving:	

EMPLOYMENT HISTORY

Beginning with the most recent, list all employment for the past ten (10) years. ALL APPLICABLE BLANKS MUST BE COMPLETED.
RESUMES MAY NOT BE SUBMITTED IN PLACE OF EMPLOYMENT HISTORY, but may be attached as a supplement to your application.

If any employment was under a different name, indicate name:

Employer:	Phone:
Position held:	Employment dates:
Address:	City/State/Zip:
Supervisor Name:	Salary: \$ _____ per
Type of Business:	May we contact this Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Brief description of duties:	
Reason for leaving:	

We may contact the employers listed above unless you indicate those you do not want us to contact.

DO NOT CONTACT:

Employer Name and Number:	Reason:
Employer Name and Number:	Reason:

Employer Name and Number:	Reason:
---------------------------	---------

MILITARY	Did you serve in the U. S. Armed Forces? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "yes", in which Branch?
Describe any training received relevant to the position for which you are applying:		

PERSONAL REFERENCES	
List three people whom you have known for at least three years – Do not include relatives or former employers	
Full Name:	Relationship:
Address:	Phone Number:
City, State, Zip Code	
How long have you known this person:	Alt. Phone:
Full Name	Relationship:
Address	Phone Number:
City, State, Zip Code	
How long have you known this person:	Alt. Phone:
Full Name:	Relationship:
Address	Phone Number:
City, State, Zip Code	
How long have you known this person:	Alt. Phone:

<p align="center">Additional Information</p> <p align="center">Membership in professional and civic organizations, special accomplishments, awards, etc. <small>(Exclude those which may disclose your race, color, religion, age or national origin)</small></p>

OTHER
How did you learn of this job opening?
<input type="checkbox"/> Newspaper Ad Which newspaper:
<input type="checkbox"/> Workforce Commission <input type="checkbox"/> Website <input type="checkbox"/> City Employee <input type="checkbox"/> Walk-in
<input type="checkbox"/> Other:

IF YOU ARE HIRED BY THE CITY OF HUMBLE, YOU WILL BE REQUIRED TO ATTEST TO YOUR IDENTITY AND EMPLOYMENT ELIGIBILITY, AND TO PRESENT DOCUMENTS CONFIRMING YOUR IDENTITY AND EMPLOYMENT ELIGIBILITY. YOU CANNOT BE HIRED IF YOU CANNOT COMPLY WITH THESE REQUIREMENTS.

AUTHORIZATION

PLEASE READ CAREFULLY BEFORE SIGNING!

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the City of Humble.

I understand that any employment is conditioned on a background check. I authorize the City of Humble, by signing the accompanying release form(s), to thoroughly investigate all statements contained in my application or resume, and I authorize my former employer(s) and references to disclose information regarding my former employment, character and general reputation to the City, without giving me prior notice of such disclosure. In addition, I release the City, any former employer(s) and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation of disclosure.

I understand and agree that nothing contained in this application, or conveyed during my interview if one is held, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be “at will” and without fixed term, and may be terminated at any time, with or without cause and without prior notice and/or at the option of either myself or the City of Humble. No promises regarding employment have been made to me, and I understand that no such promise or

guarantee is binding upon the City of Humble unless made in writing and signed by all parties concerned.

If employed, I also agree to submit to a medical examination and drug test if required before starting work. If employed, I also agree to submit to a medical examination or drug test AT ANY TIME DEEMED APPROPRIATE by the City of Humble and permitted by law. I consent to such examinations and tests, and I request that the examining doctor disclose to the City the results of the examination, which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examinations and drug testing, and if I am hired, a condition of my employment will be that I abide by the City's Drug and Alcohol Policy.

I understand that filling out this form does not obligate the City to hire. If hired, I agree to abide by all City work rules, policies and procedures. The City retains the right to revise its policies and/or procedures, in whole or in part, at any time.

DATE: _____

Signature: _____

THE CITY OF HUMBLE IS AN AT-WILL-EMPLOYER AND ONLY ACCEPTS APPLICATIONS FOR POSITIONS THAT ARE CURRENTLY POSTED. APPLICATIONS WILL BE REVIEWED BY HUMAN RESOURCES BEFORE FORWARDING TO THE HIRING DEPARTMENT. INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED. THE HIRING DEPARTMENT WILL CONTACT THE SELECTED APPLICANTS FOR INTERVIEWS. ONLY APPLICANTS SELECTED FOR INTERVIEWS WILL BE CONTACTED.

THANK YOU FOR YOUR INTEREST IN EMPLOYMENT WITH THE CITY OF HUMBLE, TEXAS.

Humble Fire Rescue

Physical Ability Testing-Claims Release

WHEREAS, _____, who resides at _____.

Desires to seek employment with the Fire Department of the City of Humble, TX and in connection must successfully complete physical ability testing given by the Fire Department; and,

WHEREAS, said Ability Testing is given to applicants for employment by the City of Humble, TX; **NOW, THEREFORE, I,** _____,

For the sole and only consideration of being considered by the City of Humble as an applicant for employment by the Fire Department, do release and forever discharge the City of Humble, its agents, servants and causes of action which I might have against the City of Humble as a result of any injury sustained taking said Physical Ability Testing. I am thoroughly familiar with the type of exercise and physical ability and capacity necessary in order to attempt to pass said testing and I hereby request that I be given an opportunity to take same and assume all risk INCIDENT thereto.

Applicant _____

THE STATE OF TEXAS
COUNTY OF _____

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she has read and fully understands said release of liability and that he/she executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE _____ day of _____, 20_____

Notary Public in and for _____ **County, Texas**

Commission Expires: _____

The City of Humble, Texas is an Equal Opportunity Employer. This facility is wheelchair accessible. Handicapped parking spaces are available. Requests for sign interpretative services, or other accommodations must be made 48 hours ahead of test dates. To make arrangements, call 281-446-3061 or (TDD) 1-800-RELAY TX.

**INVITATION TO SELF-IDENTIFY
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION DATA**

City of Humble is an Equal Opportunity/Affirmative Action Employer, and as such, is required by federal law to maintain and report certain information regarding its employees.

In order to comply with the law(s), you are invited to provide the following information voluntarily. This information will remain CONFIDENTIAL and will be used only for purposes allowed by law. Refusal to provide such information will not subject you to any adverse treatment, nor will it become part of your personnel file. When reported to the government, this data will not identify any specific individual. Thank you for your cooperation.

Name: _____ Application Date: _____

Position Applied for: _____

Gender: ☐ Male ☐ Female

Race/Ethnicity: ☐ American Indian/Alaskan Native
☐ Asian
☐ Black or African-American
☐ Hispanic or Latino
☐ White
☐ Native Hawaiian or other Pacific Islander
☐ Two or more races

How did you hear about this job ad? _____

We sincerely thank you for your voluntary submission of this information. No further follow-up on your part is required.

Equal Opportunity Employer, M/F/D/V

To be completed by employer:

EEO-1 Category:	<input type="checkbox"/> Officials and managers	<input type="checkbox"/> Craft Workers
	<input type="checkbox"/> Professionals	<input type="checkbox"/> Operatives – semi-skilled
	<input type="checkbox"/> Technicians	<input type="checkbox"/> Laborers and Helpers
	<input type="checkbox"/> Sales	<input type="checkbox"/> Service Workers
	<input type="checkbox"/> Administrative Support Workers	

Employer information completed by: _____ Date _____

Applicant's Name: _____
Position Applying For: _____