



# CITY OF BALCONES HEIGHTS

## FIRE DEPARTMENT

### Fulltime Firefighter/EMT-Basic

Applications may be obtained from the from the City's website at <https://bhtx.gov> or in person from the City of Balcones Heights Fire Department located at 111 Altgelt Ave, San Antonio, TX 78201. Documentation for consideration for employment will be accepted until June 30, 2023. Completed documentation for consideration of employment shall be emailed to [Tmarroquin@bhtx.gov](mailto:Tmarroquin@bhtx.gov), or hand delivered or mailed to the Fire Department at 111 Altgelt Ave, San Antonio, TX 78201. For further information, contact the Balcones Heights Fire Department at 210-957-3140 or view the guidelines at <https://bhtx.gov>.

#### **Please read this section carefully:**

A written test, physical agility, and interview process will be the first steps for those individuals selected to move on and will be scheduled according to applicant response. A criminal history check and a driver's license check will be completed afterwards before a conditional employment will be offered. Applicants must meet current city policy in regard to criminal history and driver's license requirements. All process dates and times shall be posted to all applicants that advance. **Applications must be in to BHFD by June 30, 2023, by 5 PM. Test date TBD.**

#### **Employment Steps:**

1. Application form with all required documents, incomplete applications will be removed from consideration.
2. Certification Verification
3. Written Test
4. Physical Ability Test
5. Oral Interview Panel
6. Driver's license and criminal history check
7. Conditional Job Offer
8. Physical Exam and Drug Test

#### **Minimum Qualifications requirements:**

- High School diploma or equivalent
- Texas Commission on Fire Protection-Basic Structural Certifiable/ Certified Firefighter
- Texas Department of State Health Services EMT-Basic
- The ability to be covered under the city's vehicle insurance policy and the ability to obtain a Class B exempt license.

#### **EMPLOYEE PAY AND BENEFITS:**

- Starting Salary – \$50,835 yr. with built-in Overtime
- Additional Overtime opportunities
- 48/96 work schedule
- Additional Education/Certification
- Employee Health/Life Insurance - City Paid
- TMRS Retirement System –7% - City Matched 2 to 1
- ICMA Retirement – Self Contribution
- Long Term Disability Insurance
- Annual leave accumulated every paycheck and major holidays.