

Drexel Heights Fire District

5030 S. Camino Verde, Tucson, Arizona 85735-8971
Voice: (520) 883-4341 Fax: (520) 883-3314
www.drexelfire.net

Board of Directors
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Fire Chief
Douglas E. Chappell

Position Announcement

The Drexel Heights Fire District is currently accepting applications for the position of:

Part-time Dispatcher (Position Code 431)
Hourly rate for part-time position is \$16.61

These are part-time positions at the 911 Communications Center. Attached to this announcement is a copy of the complete job descriptions for the position, which includes the position requirements and qualifications.

Applications are available online at www.veccaz.org, at www.gvfire.org and at www.drexelfire.org. Applications will be accepted on a continuous basis until further notice and reviewed weekly for qualified candidates. Please contact Administrative Manager Talia Carey at tcarey@gvfire.org with any questions pertaining to this position.

Selection Process:

1. Review of applications to determine best qualified applicants.
2. Typing test (35 wpm)
3. Written Examination
4. Practical examination to demonstrate skills and abilities.
5. Oral interview.
6. Background investigation. (May be waived if one is on file)
7. Medical examination including a drug screen
8. Establish Eligibility List for hiring

The above listed process is to determine whom the best-qualified candidate is to fill current vacancies. It is the intent of the District is to establish an eligibility list for hiring to fill current and future vacancies while that eligibility list is in effect. Eligibility Lists are valid for up to a one-year period or until depleted whichever comes first.

This notice is published by authority of the Fire Chief.