

DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
Job Opportunity
FIRE ACADEMY TRAINER

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: CT Fire Academy, Windsor Locks
Job Posting No: 74320
Salary: *\$58,134 - \$77,727
Closing Date: **Thursday, August 30, 2012**

***New hires to state employment start at the minimum of the above salary range.**

Eligibility Requirements: Current state employees currently holding the above title or those who have previously attained permanent status may apply for a lateral transfer.

Description of Duties: Plans, develops, coordinates and evaluates comprehensive training programs for Connecticut fire Academy; conducts needs assessments; develops course objectives, curricula, outlines and contents; selects and develops training methods and materials; researches learning materials and resources ensuring training, operability of equipment and general maintenance as needed; monitors and evaluates training courses and participant progress; provides technical assistance and consultation; maintains records and prepares reports; organizes and maintains a library of training materials; performs related duties as required.

Preferred Skills: Knowledge of principles and techniques and staff development; knowledge of National Fire Protection Association regulation and standards; considerable interpersonal skills; considerable oral and written communications skills. Ability to assess training needs and determine objectives; ability to develop, organize and conduct training courses.

General Experience: Six (6) years of technical experience in fire suppression and emergency services.

Special Experience: Three (3) years of the General Experience must have been providing fire suppression and emergency services training.

Special Requirement:

1. National certification by the National Board of Fire Service Professional Qualifications (NPQS) or the International Fire Services Accreditation Congress (IFACC) or State Certification by the Connecticut Fire Academy that meet the provisions of the National Fire Protection Association (NFPA) Firefighter 2.
2. Incumbents in this class must be qualified at the level of Fire Safety Instructor III. Preferred candidates will currently possess, or have previously attained, the title of Fire Service Instructor III.
3. Incumbents in this class may be required to possess and retain specific education and/or experience to meet various certifications.
4. Incumbents in this class must possess and retain a current Connecticut Motor Vehicle Operator license with a valid Q or CDL endorsement.
5. Incumbents in this class will be required to travel.

Substitution Allowed: College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of two (2) years.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion employment rules.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a resume, cover letter, CT-HR/12 (State Application) & CT-HR/13 (Addendum), and two (2) letters of professional references from current and/or previous supervisors. State employees must submit two most recent performance appraisals in lieu of references by ***Thursday, August 30, 2012, close of business**, to:

The Department of Emergency Services & Public Protection
1111 Country Club Road, Middletown, CT 06457-9294
Attn: Charlene Puska, HR Specialist
Fax: (860) 685 – 8615

*Incomplete or late application packages will not be considered.

Please note that due to the large volume of applications received, we are unable to field phone inquiries and confirm receipt of applications. If faxing your packet; please do not send the original via mail.

Interested candidates for employment at the Department of Emergency Services and Public Protection are subject to a detailed background investigation, including a criminal check, federal and reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation.

The State of Connecticut is an Affirmative Action/Equal Opportunity Employer