



# JEFFERSON PARISH

## FIRE CIVIL SERVICE



## BULLETIN BOARD NOTICE

### *PROMOTIONAL EXAMINATIONS JEFFERSON PARISH FIRE DEPARTMENT*

#### **FIRE TRAINING OFFICER II**

A written examination will be given in approximately sixty (60) days, on a promotional basis to approved applicants for the purpose of placing names on the promotional employment list for the class FIRE TRAINING OFFICER II; in accordance with provisions of the Municipal Fire and Police Civil Service Law and the rules of the Jefferson Parish Civil Service Board.

Application forms may be obtained from the Jefferson Parish Fire Civil Service Board Office located in the Joseph Yenni Building, 1221 Elmwood Park Blvd., Suite 404, Jefferson, LA 70123 Monday through Friday between 9:00 A.M. and 4:00 P.M or a copy of the Promotional Examination Application can be obtained on-line and printed from the Office of State Examiners website [www.ose.louisiana.gov](http://www.ose.louisiana.gov).

**Completed applications and the required attachments must be received by the board's secretary, by email ([penny.frame@jeffparish.net](mailto:penny.frame@jeffparish.net)) or at the address listed above NO LATER THAN 4:00 pm on THURSDAY JUNE 27, 2024.** Applications put in drop box at Suite 404 must be time stamped there. Any application that is submitted beyond the deadline date will be rejected. Approved applicants will be notified of the exact date, time and place of the examination at least five (5) days prior to the examination date.

**PLEASE SEE THE QUALIFICATION REQUIREMENTS IN THE BOARD RULES.**

The Board Rules can be found on the Office of State Examiner website, <https://ose.louisiana.gov/jurisdictions/jefferson-fpd/> or in the lobby of the Fire Civil Service Office, 4<sup>th</sup> Floor of the Joseph Yenni Building.

## **COMPETITIVE EXAM NOTICE**

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### **QUALIFICATION REQUIREMENTS**

#### **FIRE TRAINING OFFICER II**

Unless otherwise specified, all requirements must be met by the filing deadline for application for admission to examination. The applicant must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States and of legal age.

The applicant must possess a valid driver's license.

The applicant must be a regular and permanent employee confirmed in the class of Fire Training Officer I for a period of at least six (6) months immediately preceding the examination. Before confirmation to class the applicant must become a Louisiana State Certified Fire Instructor II.

#### **ADA NOTICE**

In accordance with provisions of the American with Disabilities Act Amendments Act of 2008, as amended, Jefferson Parish shall not discriminate against individuals with disabilities on the basis of disability in its services, programs or activities. If you require auxiliary aids or devices, or other reasonable accommodation under the ADA Amendments Act, please submit your request to the ADA Coordinator at least forty-eight (48) hours in advance or as soon as practical. A seventy-two (72) hour advanced notice is required to request Certified ASL interpreters.

ADA Coordinator/Office of Citizens with Disabilities 1221 Elmwood Park Blvd., Suite 210, Jefferson, LA 70123  
(504) 736-6086, [ADA@jeffparish.net](mailto:ADA@jeffparish.net)

**POSTED: MAY 30, 2024 THRU JUNE 27, 2024**