

**WEST VIRGINIA MILITARY AUTHORITY
1703 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311-1085**

**O&M AGREEMENT POSITION VACANCY ANNOUNCEMENT
ANNOUNCEMENT NUMBER: WVMA-ML251113**

OPENING DATE: 25 November 2025

CLOSING Open until all vacancies are filled

LOCATION: Army Training Site (ATS), Camp Dawson, Kingwood, WV

JOB TITLE: MA Probationary/Trainee Firefighter 1: **This (Recruitment) will be used to establish a list of qualified candidates to fill the current vacancy and may be used to fill future vacancies as they occur over a sixteen-month period.**

Number of vacancies: 3

**POSITION TO BE FILLED
UPON AVAILABILITY
OF RESOURCES:**

SALARY: \$40,000- \$48,000 ANNUALLY

MILITARY MEMBERSHIP: Position will be filled by a member of the West Virginia National Guard assigned to Fire and Emergency Services; the individual must be/or become a member as condition of employment.

GENERAL DESCRIPTION OF WORK: Individual performs firefighting, rescue, salvage, fire prevention and other fire protection operations for the protection operations of base facilities, equipment and personnel.

MAJOR DUTIES AND QUALIFICATION REQUIREMENTS: A review of the major duties and necessary qualifications are attached for your information.

HOW TO APPLY: Anyone interested in applying for this position must submit a West Virginia Military Authority Application form and a copy of your resume to: **West Virginia Military Authority, Attn. HR- employment application, 1703 Coonskin Drive, Charleston, WV 25311 or email to ng.wv.wvarng.list.ma-hro@army.mil. All applications must be received by the closing date.**

[The WVMA application for employment is located on the WVMA web site:
https://militaryauthority.wv.gov/Forms/Pages/default.aspx](https://militaryauthority.wv.gov/Forms/Pages/default.aspx)

EVALUATION SKILLS: (1) Experience; (2) Training; (3) Education.

POSTING: This announcement will be posted on all bulletin boards for the duration of the announcement period.

TITLE: MA PROBATIONARY FIREFIGHTER

- I. **OCCUPATIONAL REQUIREMENTS:** Incumbent subject to uncommon tours of duty, rotational shift assignments. May be required to fly in military or civilian aircraft for TDY purposes. May be required to respond to requests for support from civilian fire departments.

II. INTRODUCTION: This position exists to provide fire protection and related services to personnel and resources of the West Virginia Army National Guard, Camp Dawson Army Airfield and Camp Dawson at Kingwood, WV. Position is 100% federally funded and is considered mission essential. Due to the repetitive nature of normal duties, not knowing when emergency situations will arise, normal duties may not be completed at normally scheduled times. They are to be completed within that scheduled duty day unless otherwise approved by the Fire Chief or the Assistant Fire Chief. Firefighters receive recurring proficiency training as directed by WVMA, WVARNG, the WV State Fire Marshal's Office, Camp Dawson, the Camp Dawson Fire Department, and/or current DoDI 6055.06. Various training aids and manuals give firefighters adequate training. Work assignments are made on crew basis in rotation. Normal assignments are completed by the day of week, i.e., Monday-clean vehicles, Tuesday-bunkroom, etc.

III. DUTIES AND RESPONSIBILITIES:

May be required to work scheduled 8-hour, 12-hour, 24-hour, 48-hour, or 72 hours rotational shifts in a variety of duties at the fire station and at the scene of an aircraft crash, fire or other emergency depending on departmental and mission requirements.

- a. Reports directly to the Crew Chief, Assistant Chief and/or Fire Chief.
- b. Performs inspection and operator maintenance of firefighting vehicles, tools, equipment, protective clothing, and maintains station facilities in a safe, efficient and timely manner following prescribed procedures. Missed scheduled maintenance and inspection procedures could affect performance rating negatively.
- c. Drives and operates crash/fire rescue vehicles, upon completing or submitting proper certification of training documentation IAW all current applicable and standing West Virginia State Fire Marshal's Office, WVMA, and Camp Dawson Fire Department policies, procedures, and requirements. Operates tools and equipment, controls and extinguishes aerospace vehicle fires. Performs overhaul and salvage operations, airfield patrol surveillance, standbys and fuel spill cleanup. Assists in evacuation of personnel from buildings, protects exposures and positions and operates tools and equipment. Controls and extinguishes structural fires, loads hose and hose load finishes.
- d. May be required to assist with building inspections and pre-fire planning; perform maintenance and testing of all building fire alarm systems, wet and dry pipe sprinkler systems, deluge systems and any other firefighting systems. These duties will be performed IAW prescribed regulations and procedures. Failure to perform the above will reflect negatively on performance evaluation.
- e. Effects entry by normal and emergency means in aircraft and buildings, shuts down aircraft engines and systems, performs rescue and administers emergency first aid and CPR if necessary. These duties will be performed efficiently and safely as possible. Failure to perform the above duties is considered unsatisfactory and will affect the performance rating negatively.
- f. Participates in all training, classroom and practical, IAW current regulations and directives, and assists in evaluating training done by other firefighters. More than six missed training classes and/or drills will be considered unsatisfactory and will affect performance rating negatively.

- g. May perform fire alarm and communications center duties. Alerts firefighting personnel and support agencies, dispatches equipment, and inform personnel of location and nature of fires. Directs all incoming calls to appropriate personnel and takes messages. May operate alarm room in accordance with all current and applicable regulations and standards. Noncompliance will affect performance rating negatively.
- h. Strictly adhere to current policies and regulations in accordance with the operating instructions of West Virginia Military Authority (WVMA), the Camp Dawson Fire Department (CDFD), The State of West Virginia Fire Marshal's Office regulations and DoDI 6055.06. Will conduct himself or herself in a professional manner at all times and maintain the proper attitude toward the position at all times. Will be on time for all shifts unless leave has been approved by the Fire Chief or the Assistant Fire Chief has approved the individual being late. Being late for roll call more than twice without approval during the rating period will be considered unsatisfactory and will affect the performance rating negatively.
- i. Must acquire a working knowledge of regulations, directives, standards, and operating procedures and guidelines.
- j. Must acquire a working knowledge of all mission related hazardous materials.
- k. Must be able to make immediate decisions during emergency situations.
- l. Other duties as assigned.

IV. SUPERVISORY CONTROLS:

Reports to the Crew Chief, Assistant Chief, or Chief for crew assignments.

V. QUALIFICATIONS:

a. AGE REQUIREMENT:

- 1. Candidates must be at least age 18 at the time of this announcement.
- 2. Maximum age of 39 at the time of probationary appointment. (Industry standard is usually 37) due to retirement qualifications.

b. MANDATORY:

- 1. Must have at least one year experience with military or organized civilian fire department. The West Virginia State Fire Marshall and DoD F&ESCP (DoDI 6055.06, 3.5, c) recommends the following certifications be required: IFSAC accredited certifications or DoD certifications for Firefighter I, current First Aid/CPR/AED, HAZMAT Awareness and Operations. Approved Airport Firefighter and Firefighting EVOC courses must be completed within 12 months of appointment. With a knowledge of characteristics, range, and effectiveness of various extinguishing agents, combustible materials, fire alarm systems, first aid, firefighting apparatus and allied equipment, firefighting and rescue techniques, and other operations peculiar to crash/fire rescue. Must be/or must complete a State or National EMT-B course within 36 months of appointment.

2. Must submit to and pass, without exception, initial and annual occupational physicals in accordance with the current edition of NFPA 1582 (Medical Requirements for Firefighters).
3. Candidates will receive psychological evaluations in accordance with the current edition of NFPA 1582 (Medical Requirements for Firefighters).
4. High school diploma or GED equivalent.
5. Qualified personnel are hired in accordance with department needs, funding availability, State and Federal policy, and Affirmative Action Plan.
6. Objectives are met on schedule and special projects are completed as required.
7. Must possess and maintain, at all times, a state and government vehicle operator's license. Failure to do so could result in dismissal.
8. Must have a working knowledge of all assigned firefighting and rescue equipment.
9. Must be familiar with egress and safety procedures of all assigned military and civilian aircraft.
10. Must be knowledgeable in operation of vehicles and radios around aircraft movement areas.
11. Must be willing to be tested for communicable diseases and illegal substance consumption. Positive results will result in instant dismissal.
12. 20 month probationary period.
13. Must be/or must complete a State or National EMT-B course within 36 months of appointment.

c. OCCUPATIONAL ASSESSMENT:

CARDIOVASCULAR ASSESSMENT

1. 1.5 mile run required to be completed within 13:00 minutes.

OCCUPATIONAL ASSESSMENT

The assessment component requires firefighters to complete ten simulated firefighting tasks on an obstacle course (circuit) wearing a weighted vest, helmet, and gloves. In a consecutive manner without stopping. The ten tasks are as follows:

Task 1: *One Arm Hose Carry.* Carry one rolled 50-ft section small diameter hose 100 feet.

Task 2: *Ladder Carry.* Carry a ladder 50 feet.

Task 3: *Charged Hose Drag.* Drag a charged small diameter hose 100 feet.

Task 4: *First Ladder Climb.* Climb a ladder (10 rungs) three times.

Task 5: *High Volume Hose Pull.* Pull a section of large diameter hose 100 feet hand over hand.

Task 6: *Forcible Entry.* Move a large tire 12 inches using a Sledgehammer.

Task 7: *Victim Drag.* Drag a mannequin 100 feet.

Task 8: *Second Ladder Climb.* Climb a ladder (10 rungs) twice.

Task 9: *Ladder Carry.* Carry a ladder a distance of 50 feet.

Task 10: *Tool Carry.* Carry a 45-pound object 100 feet.

d. DESIRABLE:

1. Completion of a DoD Firefighting Course and/or have attained the U.S. Army MOSC (12M) or equivalent.
2. Advanced training in the various facets of firefighting from a qualified IFSAC accredited school.

REQUIREMENTS:

1. POSITION IS CONTINGENT UPON RECEIPT OF CONTINUED DEPARTMENT OF DEFENSE FUNDING.
2. THIS POSITION FALLS UNDER THE WEST VIRGINIA PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS).
3. CONSIDERATION WILL BE GIVEN TO ALL QUALIFIED APPLICANTS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, POLITICS, AGE, MEMBERSHIP OR NON-MEMBERSHIP IN AN EMPLOYEE ORGANIZATION.
4. STATE POSITIONS ANNOUNCED BY THE ADJUTANT GENERAL ARE AT-WILL EMPLOYMENT POSITIONS. THE TERM AT-WILL EMPLOYMENT MEANS THAT THE EMPLOYEE MAY BE TERMINATED AT ANY TIME WITHOUT CAUSE.
5. EMPLOYEE MAY BE REQUIRED TO OBTAIN AND MAINTAIN A SECRET LEVEL SECURITY CLEARANCE.

**** EMPLOYMENT SUBJECT TO FAVORABLE SECURITY AND BACKGROUND CHECK****

MURRAY "GENE" HOLT II,
DIRECTOR
WEST VIRGINIA MILITARY AUTHORITY