

## Village of Steger Emergency Management POC

<b>Job Title:</b>	Member	<b>Job Category:</b>	Emergency Services
<b>Department</b>	Steger Emergency Management		
<b>Location:</b>	3035 Lewis, Steger IL, 60475	<b>Personal Vehicle Required:</b>	No
<b>Level/Salary Range:</b>	Paid On Call Points System	<b>Position Type:</b>	POC, part time
<b>Will Train Applicant(s):</b>	Yes	<b>Posting Expires:</b>	When Filled

Thank you for your interest in becoming part of the Steger Emergency Management Department. This is a decision that should not be taken lightly and should be discussed with your family. Being a Paid-On-Call Member of the Emergency Management Department requires much of your time for training and responding to calls, but there is nothing you can do with your time that will be more rewarding than helping those when they are in need. Becoming a member will require a serious commitment, determination, and dedication, as this is a very important service that we provide in a professional manner.

**MAIL:**

All applications may be picked up and dropped off at :

Steger Village Hall/Temporary Location  
3320 Lewis St  
Steger, IL 60475

**Attention**

**HR Director, Mary Jo Seehausen**

You may also get the application on line and return it via email to:

**[humanresources@villageofsteger.org](mailto:humanresources@villageofsteger.org)**

**Job Description**

**Emergency Management Paid on call Member**

**DUTIES AND RESPONSIBILITIES:**

## Village of Steger Emergency Management POC

1. Traffic Control
2. Emergency lighting engineer
3. Crowd control, event security, scene security
4. Shelter management
5. Village wide patrols
6. Incident command dispatching
7. Ground search and rescue
8. Disaster search and rescue
9. Severe weather spotting
10. Any other duties assigned as needed

### **PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:**

Work involves potentially extreme work setting. There is frequent need to stand, walk, sit, talk or hear, use hands to finger, handle or feel and perform other similar actions during the course of the workday. Must be able to work in all forms of extreme weather. Must be able to work in loud and/or extreme environmental conditions. Must be able to speak, read and write the English language.

Maybe called upon to work daytime or overnight hours including weekends and holidays

### **Qualifications and Education Requirements**

Must be 18 years of age or older and have a current valid driver's license.

Must be a resident of the Village of Steger, or Village of South Chicago Heights or Steger Estates.

Must work a minimum of 16 hours per month.

Must be able to attend both elective and mandatory training, including weekly meetings.

Ability to work closely with all Village employee's and departments along with the members of the community.

Must be able to pass a criminal background check and a drug screening.