



Spokane Valley Fire Department

Administrative Assistant

Payroll Specialty

Salary \$38,607 - \$48,648/year d.o.e

Applications accepted March 15, 2019 through April 25, 2019 www.spokanevalleyfire.com

Benefits:

- **Paid Vacation/Sick Leave**
- **Health Insurance** – The department pays 100% of active member's premium and a portion of dependent's premium.
- **Dental Insurance** – The department pays \$130 per active member per month.
- **Deferred Comp** – The department matches 4.3% of top firefighter wage.

Required Occupational Qualifications:

- Visit www.spokanevalleyfire.com/join-svfd additional requirements and details.

Why Spokane Valley? Spokane Valley Fire Department services an area which includes the City of Spokane Valley, City of Liberty Lake, City of Millwood, unincorporated areas with a combined population of 125,000 and an area of 75 square miles. Within our response area there are 43,000 homes, 1 major hospital, 4,500 businesses, 20 nursing homes, 53 schools, Union Pacific/Burlington-Santa Fe railroad, Interstate 90 and approximately 13 miles of the Spokane River.

In 2018, 86% of Spokane Valley Fire Department's nearly 18,000 calls for service were medical incidents. We manage an annual budget in excess of \$38 million and are self-insured.

Spokane, Washington is to the west of Spokane Valley while the Idaho border is less than 10 miles away.

Proximity to Destinations - There are five ski resorts within 75 miles of Spokane Valley. Spokane International Airport is just minutes away. It is a short drive to one of our many area lakes including Liberty Lake, Lake Coeur d'Alene and Lake Pend Oreille.

People - It's a small enough town that you can get to know many people. When you put the effort into networking, you get to know your community by face and name.

Biking – There are 100 miles on the Palouse, nearly 50 miles on the Centennial Trail and 35 miles up to the top of Mount Spokane for avid bikers to enjoy the beauty of Spokane.

Wildlife - It is possible that in less than an hour's drive from Spokane you could see a moose, bear, elk, deer, cougar, marmot and porcupine.

Hiking – Riverside State Park/Little Spokane Natural Area, Dishman Hills, Liberty Lake, Iller Creek to Rocks of Sharon, Rimrock/Palisades/Indian Canyon, and Mt. Spokane State Park offer a variety of local trails so you can enjoy the area wildlife, fall colors and summer huckleberry picking.

