



The County offers a comprehensive benefits package to full-time employees hired in authorized positions. The following is a brief summary highlighting the major benefits available to eligible employees:

- ◀ Health insurance plan
- ◀ Dental insurance
- ◀ Life insurance
- ◀ Flexible Spending Account for health care and child-care expenses
- ◀ Retirement through Virginia Retirement System
- ◀ Employee Assistance Program for employee and family members
- ◀ Employee discounts through the Metro Richmond Recreation Corporation
- ◀ Long-term disability insurance
- ◀ Deferred compensation
- ◀ Short-term disability insurance
- ◀ Paid annual and sick leave increases with years of service
- ◀ Paid holiday leave

**Proud of our progress;  
Excited about our future.**



County of Henrico  
Government Center  
P.O. Box 90775  
Henrico, Virginia 23273-0775

*The County of Henrico does not discriminate on the basis of race, color, religion, sex, national origin, age or disability.*

**County of Henrico  
Division of Fire  
7721 E. Parham Road  
Henrico, Virginia 23294**



[www.henricofire.org](http://www.henricofire.org)

# HENRICO COUNTY DIVISION OF FIRE



## Our Mission

Henrico County Division of Fire is a community-driven, professional public safety and service organization that takes **PRIDE** in stewardship and innovation, while maintaining public trust.

## Our Values

Henrico County Division of Fire takes **PRIDE** in our unique calling to fulfill the needs of our customers in the community we share.

# ABOUT US



In selecting a Fire Service occupation, you will become a member of a distinguished and honorable profession that dates back to Roman times.

Firefighters have always been viewed by their neighbors, friends, and peers as true public servants that enjoy the satisfaction of knowing that they are among an elite group of men and women who dedicate their lives to helping those in need. When applying to the Henrico County Division of Fire, you have selected one of the finest, professional fire service organizations in the nation.

Henrico County, Virginia is a well-planned community of 244 square miles of beautiful residential neighborhoods, expanses of fertile farmland and attractively designed commercial developments. It borders the City of Richmond to the south and lies between the James and Chickahominy Rivers.

## QUALIFICATIONS

- Minimum 18 years of age.
- High school graduate or equivalent.
- Possession of a valid VA Operator's License with a Department of Motor Vehicle record of no more than 6 demerit points in 1 year.
- Use of tobacco products on and off duty are prohibited upon the date of hire.
- Applicants cannot have a DUI conviction within the last 5 years from the end of their completed sentence / penalty.

## HIRING PROCESS

- Submission of a completed County of Henrico application form online at [www.henricojobs.com](http://www.henricojobs.com)
- Submission of a personal history questionnaire
- Written Test (Pass/Fail)
- Candidate Physical Ability Test (Pass/Fail)
- Panel Interview
- Fire Chief's Interview
- Conditional Offer
- Medical examination, including drug screening test and FBI background check.

# T TRAINING



The role of a Henrico firefighter has evolved to include tasks ranging from water emergencies to hazardous materials. We ensure our firefighters are trained to respond to various emergencies through our recruit school. Topics covered are:

- Firefighting
- Self-contained Breathing Apparatus
- Prehospital Medical Care
- Heavy Rescue
- Safety and Survival
- Fire Cause Investigation
- Hazardous Material Response
- Fire Code Inspection

## WORK SCHEDULE

Firefighters work a total of seven 24 hour shifts every 21 days, (nights, weekends and holidays) which equates to approximately ten 24 hour workdays per month. Forty hour assignments are also available in Investigations, Inspections, Training, and Public Education.

