

# *Westminster Fire Department*

P.O. Box 399, 100 Windsor Street  
WESTMINSTER, SOUTH CAROLINA 29693-1729  
(864) 647-3206 \* Fax (864) 647-3226

December 19, 2025

**From:** Micheal Smith, Fire Chief

**Re:** Full-Time Position

The City of Westminster Fire Department is currently accepting applications for the position of Shift Lieutenant. All prospective candidates should possess the following: High School Diploma or G.E.D, Valid SC Drivers' license, 1154 NFPA Firefighter II or equivalent, 4171 SC Fire Instructor I or equivalent, Fire Officer 1, 2722 Hazardous Materials Operations or equivalent, First Responder Certification, and at least 2-4 Years Experience in a progressive fire department. Preferably the candidate should also possess Instructor II.

This will be 24/48-hour shift work; employees will work every third day. Candidate will be the shift officer for one of the three shifts. Candidate will also be responsible for conducting and keeping up with departments training. The Westminster Fire Department operates a minimum staffing of two per shift, which is the shift officer and firefighter. Candidate will also have to do callback time to cover station and open shifts. Candidate is required to live within 15 miles of the station.

Salary Range for position: \$45,055.74 - \$58,572.47

Applications can be picked up from the City Clerk at City Hall, 100 Windsor Street, Westminster, SC. 864-647-3202, at the Westminster Fire Department 864-647-3206 and can be printed from the City website: [www.westminster-sc.org](http://www.westminster-sc.org)

All applications accepted until filled.