



**CITY OF TULARE**  
invites applications for the position of:

## **Firefighter/Paramedic**

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**SALARY:** \$25.36 - \$30.83 Hourly  
\$2,029.15 - \$2,466.44 Biweekly  
\$4,396.49 - \$5,343.95 Monthly  
\$52,757.88 - \$64,127.40 Annually

**OPENING DATE:** 07/25/16

**CLOSING DATE:** 08/21/16 11:59 PM

### **POSITION DESCRIPTION:**

Thank you for your interest in the position of Firefighter/Paramedic with our department. We look forward to the opportunity to consider you as an applicant.

The dates associated with the various steps of our recruitment process are outlined in this job posting. Please be sure to make note of the dates and plan now to participate in each phase of the process. Confirmation of your eligibility to participate in each phase will be sent to you via email.

### **DEPARTMENT OVERVIEW:**

Tulare Fire Department is comprised of two divisions: Administration and Fire Suppression.

**ADMINISTRATION DIVISION:** Tulare City Fire Department is responsible for enforcing local, state and federal fire safety laws. The Prevention Bureau within the admin division, achieves this by conducting annual fire & life safety inspections of all existing buildings that are open to the public. The prevention bureau performs plan reviews for safety compliance of all new commercial, industrial and multi-residential structures. Plan review consists of checking plans for fire safety features such as: fire sprinkler, and fire alarm plans. The prevention bureau is also very involved with the storage and sale of safe & sane fireworks, as well as large public gatherings most notably the World Ag Expo.

**SUPPRESSION DIVISION:** The Fire Suppression Division consists of forty-one (41) uniformed personnel. The primary responsibility of the fire suppression and first responder units are to respond to fire, emergency medical, rescue, and life safety emergencies within Tulare. Emergency Services are delivered through four (4) in-service fire companies from three (3) strategically located fire stations within the city. Three of the fire companies are staffed with three personnel (captain, engineer, and firefighter/paramedic) and one patrol unit is staffed with two personnel (captain and engineer/paramedic). A division chief is on duty each day to perform as an incident commander, supervise fire suppression activities, and provide personnel supervision.

**RECRUITMENT OVERVIEW:** *Please make note of all dates associated with our recruitment.*

### **WRITTEN EXAM:**

If we determine that you meet the minimum requirements for the position and that you have attached all of the required items, you will be invited to take a written exam which is the first phase of our recruitment process. Refer to the "Qualifications/Requirements" section of this posting for a complete list of all of the required documents.

The written examination will be administered on the morning of: **FRIDAY, SEPTEMBER 9TH.**

**SOURCE MATERIAL:** *The written exam will be based on the following source material:*

- \*Brady Emergency Care 10th Edition
- \*Reading Ability
- \*Mathematical Reasoning
- \*Map Reading
- \*Writing Ability
- \*Human Relations (interpersonal skills, teamwork, commitment, honesty, emotional stability).

### **INTERVIEW & ASSESSMENT PROCESS:**

Applicants that achieve a passing score on the written exam will be invited to participate in our interview and assessment process which will be administered on: **Thursday, SEPTEMBER 29th and/or Friday, SEPTEMBER 30th.**

The process will require approximately two hours of your time on one of the days. Depending on the number of qualified applicants, it may take two days for us to assess all of the candidates but you will only need to report on one of the days.

Please plan now to make yourself available on September 29th and September 30th. We anticipate sending invitations to participate in the interview and assessment center approximately one week following the written exam.

### **DEFINITION**

Under general supervision, responds to fires, medical emergencies, hazardous materials incidents, rescues and other emergency and non-emergency situations; participates in all other suppression, prevention, inspection, education, and related activities to protect life and property; performs fire station and apparatus maintenance; serves in specialized departmental roles as assigned; provides information and assistance to the public; and performs other duties as required.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from a Fire Captain or assigned supervisor. Exercises no direct supervision over staff.

### **CLASS CHARACTERISTICS**

This is the working-level class in the fire service series that performs all normal fire suppression, basic medical emergency, hazardous materials, and other emergency response activities. The nature of the work performed requires an employee in this class to establish and maintain effective working relationships with all others contacted in the course of work and requires the ability to perform heavy physical work at potential risk to health and safety. This class is distinguished from Fire Engineer in that the latter drives and operates all fire equipment and apparatus. It is further distinguished from Fire Captain in that the latter is the first supervisory level in this sworn class series.

### **EXAMPLES OF ESSENTIAL FUNCTIONS:**

#### **EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)**

Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Responds to fire alarms, delivers all equipment, and implements fire suppression and firefighting techniques to rescue victims and protect private and public property.
- Responds to emergency medical calls and administers advanced emergency medical procedures including EKG interpretation, intravenous access, drug therapy, endotracheal intubation, pediatric emergencies, cardioversion and defibrillation, needle thoracostomy, patient assessment techniques, and safe patient transport.
- Assumes a designated position on an assigned apparatus and follows command structure instructions for fire suppression or related emergency services.

- Serves within a command structure, requiring adherence to officers' orders in life threatening situations.
- Responds to structural residential, commercial, industrial, chemical, petroleum, vehicle, aircraft, and wildland fires, and performs search and rescue operations to remove persons from burning structures, and fire suppression techniques as appropriate; lays, connects, charges and uses supply lines and various water appliances to control and extinguish fires; places water curtains and performs ventilating and access maneuvers; uses foam and chemical extinguishers as required by the nature of the fire; operates fire streams as directed; raises and climbs ladders; ventilates roofs and windows.
- Operates all types of portable fire extinguishers, pike poles, hand lines, smoke ejectors, salvage covers, forcible entry tools, aerial ladder equipment, emergency medical equipment, and other firefighting and medical equipment as required.
- Performs salvage duties at fire scenes by placing salvage covers, sweeping, vacuuming up water, and removing debris.
- Conducts daily inspections of condition and readiness of equipment including medical and first aid equipment; cleans, washes, and services fire apparatus, vehicles and equipment; inspects, tests, and maintains equipment and pump motors including nozzles, appliances, fittings, hydrants, fire extinguishers, hand and power tools, ropes, emergency lighting equipment, generators, rescue and first aid, and related equipment.
- Assists in the investigation of fires; obtains and preserves evidence at a fire scene, secures fire scene and controls traffic, and participates in determining fire origin and cause; may be required to testify in court, as necessary.
- Assists in inspecting building structures to ensure code compliance; explains City fire codes and fire prevention policies and procedures to the general public; identifies common, special, structural, and panic hazards and recommend pre-fire planning; issues orders to comply with codes; and prepares complete and accurate reports of inspection activities as required.
- Responds to emergency rescue calls, including auto accidents and collapsed buildings requiring extrication, search and rescue, gas system leaks, confined space rescues, and rope rescues.
- Performs overhaul operations to ensure the complete suppression of fire.
- Responds to a variety of alarms and follows established procedures to investigate.
- Maintains fire fighting and emergency equipment in a clean and operable condition, including performing daily equipment checks, and performing basic repair of damaged equipment as necessary; maintains inventories of apparatus, equipment, and supplies.
- Ensures the use of appropriate firefighting safety apparel and equipment, and follows appropriate safety procedures as required.
- Works closely with other emergency medical staff, public safety, and fire personnel from other agencies, depending upon response situation.
- Responds to hazardous materials emergencies, including scene assessment, identifying the extent of damage and/or potential hazard to the community, implementing containment plans, and protecting fire personnel and civilians from exposure to chemicals.
- Responds to man-made and natural disasters, including fires, floods, earthquakes, crash rescues and other catastrophic events, including providing medical assistance and removing persons from harmful structures or exposure to fire, smoke, adverse weather conditions, and harmful materials.
- Maintains an awareness of other Fire personnel on detail for the purpose of protecting other Firefighters' lives as necessary.
- Performs all necessary training activities as assigned and in accordance with readiness and preparation for firefighting activities, including training in fire suppression, emergency medical training, hazardous materials, vehicle extrication, technical rescues, equipment use and maintenance, and other related functions; participates in fire drills.
- Operates and maintains a variety of fire vehicles, apparatus, and equipment on a training basis.
- Performs physical fitness training to maintain physical abilities necessary for firefighting.
- Maintains station and personal living areas in a clean and orderly manner, and maintains surrounding grounds to ensure a safe and pleasant environment for fire personnel and the general public.
- Performs a variety of administrative duties including maintaining proper records and documentation on all job related activities, functions, apparatus, and equipment, preparing reports, forms, recommendations, and other required administrative procedures.
- Participates in a variety of public awareness activities to promote good public relations and fire safety awareness, including providing tours of fire facilities and giving presentations at local

schools as requested; responds to complaints and requests for information from the public; engages in public information activities.

- May assume the responsibilities of Fire Engineer upon the absence of a Fire Engineer, if all acting requirements have been met.
- May provide direction to EMT-1 staff on medical emergencies.
- Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles and practices of fire suppression, containment, rescue, clean-up and salvage.
- Symptoms of medical emergencies and of appropriate responses to such conditions.
- Purposes, uses, and operating characteristics of a variety of apparatus, equipment, tools, and devices used in rescue and medical assistance operations.
- Procedures, methods, and techniques of emergency medical services.
- Practices and techniques of hazardous materials response.
- Fire hazards and related prevention and abatement methods.
- Geography of the City, including locations of water mains, hydrants, major fire hazards of the City, and City streets.
- Applicable Federal, State, and local laws, codes and ordinances.
- The operation and maintenance of a variety of fire services vehicles, equipment, and facilities.
- Basic principles of mechanics, hydraulics, and mathematics related to fire fighting and engineering duties.
- Safety practices and equipment related to the work.
- Safe driving principles and practices.
- Modern office practices, methods, computer equipment and computer applications.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for providing a high level of customer service by dealing effectively with the public, vendors, contractors and City staff.

### **Ability to:**

- Perform fire suppression and associated rescue and salvage work in a safe and effective manner.
- Apply the mechanics of fire fighting and emergency medical care at a paramedic level.
- Evaluate patients' conditions and properly render emergency medical care including administration of emergency medications.
- Perform at required EMS, technical rope rescue, and hazardous material operation levels.
- Deal with hazardous materials incidents in conformance with department procedures.
- Conduct fire inspections and perform code enforcement work.
- Participate in preliminary fact-finding inspections and investigations including evidence gathering and preservation.
- Learn the geographic layout of the City and the surrounding areas and the location of various fire suppression utilities.
- Interpret and apply policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.
- Calculate hydraulic engineering problems under emergency conditions.
- Establish and maintain a variety of manual and computerized recordkeeping and project management systems.
- Make sound, independent decisions within established policy and procedural guidelines and protocols.
- Understand and follow oral and written directions promptly and accurately.
- Organize own work, set priorities and meet critical time deadlines.
- Operate modern office equipment including computer equipment and software programs.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Use tact, initiative, prudence and independent judgment within general policy and legal guidelines in politically sensitive situations.
- Establish and maintain effective working relationships with those contacted in the course of work.

## **QUALIFICATIONS / REQUIREMENTS:**

## **EDUCATION & EXPERIENCE:**

Any combination of training and experience which would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the twelfth (12th) grade, supplemented by Paramedic training.

**LICENSES & CERTIFICATIONS:** *Applicants must attach copies of each of the following to their application. Failure to do so will result in disqualification.*

- Possession of an appropriate, valid driver's license and ability to obtain a class B restricted to firefighting vehicles within 18 months.
- Possession of a Fire Fighter I certification or completion of an approved Basic Firefighter I Academy.
- Possession of Hazardous Materials First Responder Operations certification
- Ability to obtain Fire Fighter II certification with 12 months
- Possession of a valid EMT-P issued by a California Emergency Medical Services Authority.
- Possession of the following certifications: Advanced Cardiac Life Support, and Pediatric Advanced Life Support.
- Possession of a valid health care provider CPR certification.
- Possession of the Chiefs Physical Abilities or CPAT certification.
- Ability to obtain, within 12 months: Confined Space Rescue certification.

## **ADDITIONAL INFORMATION:**

### **PHYSICAL DEMANDS**

Must possess mobility, physical strength and stamina to respond to emergency situations and use all emergency apparatus and equipment; perform medium to heavy physical work, to work in confined spaces, around machines and to climb and descend ladders; vision to discern colors and assess emergency situations, including medical incidents, to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter and retrieve data using a computer keyboard or calculator and to operate above-mentioned apparatus and equipment. Positions in this classification bend, stoop, kneel, reach and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push and pull materials, objects, and individuals necessary to perform job functions.

### **ENVIRONMENTAL ELEMENTS**

Employees work in the field and are exposed to loud noise levels, extreme temperatures, inclement weather conditions, road hazards, substantial heights, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

### **WORKING CONDITIONS**

Employees are required to work shifts, as scheduled by the Department.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.ci.tulare.ca.us>

Position #20160005  
FIREFIGHTER/PARAMEDIC  
IS

411 East Kern Ave  
Tulare, CA 93274  
559-684-4201

\* 1. Do you possess a valid EMT-P license issued by a California Emergency Medical Services Authority?  
 Yes  No

\* 2. Do you possess Advanced Cardiac Life Support certification?  
 Yes  No

\* 3. Do you possess Pediatric Advanced Life Support certification?  
 Yes  No

\* 4. Do you possess CPR certification?  
 Yes  No

\* 5. Do you possess a Firefighter I certificate and/or have you completed an approved Basic Firefighter Academy?  
 Yes  No

\* 6. Do you possess the Chiefs Physical Abilities or CPAT certification?  
 Yes  No

\* 7. Do you possess a Hazardous Materials First Responder Operations certificate?  
 Yes  No

\* 8. Did you attach copies of all of the required licenses and certificates listed above and in the job posting? Failure to do attach the required licenses and certificates will result in your application being disqualified.  
 Yes  No

\* Required Question