



# CITY OF HOLLISTER

375 Fifth Street • Hollister, CA 95023-3876



**INVITES APPLICATIONS FOR:**

## **FIREFIGHTER**

Step 1 \$3,319.71 – Step 5 \$4,035.13 (Bi-weekly)

**Final Filing Date: Friday, September 2<sup>nd</sup> 2022 by 11:30 p.m.**

This is an open-competitive recruitment. Veterans, as well as other qualified candidates from the public, and qualified career City employees are encouraged to apply. The eligibility list that is established from this recruitment process will be used to fill future vacancies in the rank of Probationary Firefighter/EMT for the City of Hollister's Fire Department.

**Position:** The rank of Firefighter is an entry level position and is required to respond to all fire calls, medical emergencies, hazardous material and rescues to protect life, property and the environment. Daily duties include but are not limited to: station maintenance, equipment maintenance, participate in fire prevention, training, department programs and physical exercise activities.

**Minimum Qualifications:**

**Education:** Graduation from high school or possession of an equivalent G.E.D. certificate.

**Medical Requirements:** Must be able to pass a medical/physical examination and drug screen prior to employment

**Licenses/Certificates:**

- Must possess a valid CA Class C driver's license, along with a safe driving record. (*Class B license desirable*)
- Certificate of completion from an Accredited California Firefighter I Academy (*Must Obtain the California State Firefighter I and Firefighter II Certification by end of Probation*)
- Must possess a current *State of California* or *National Registry* Emergency Medical Technician (EMT) Certification along with a current CPR card.

Must be on the Firefighter Candidate Testing Center (FCTC) Statewide Eligibility List on 9/2/22, have a current Candidate Physical Ability Test (CPAT) dated between 9/2/21 and 9/2/22 and FCTC Written Test dated between 9/2/21 and 9/2/22. To view upcoming Cal-JAC CPAT and FCTC Written Test dates, click here (<https://www.fctonline.org/candidates/upcoming-test-schedule/>). Candidates experiencing financial hardship may qualify for financial aid to pay for their FCTC testing fees. (<https://www.fctonline.org/grants/>).

**Other Requirements:** Must be at least 18 years of age. Must complete a California State Driver Operator Pump 1A and 1B course and obtain a California State DMV Firefighter Endorsement within eighteen (18) months of hire as part of probation.

**Examples of Duties:** Duties may include, but are not limited to the following: Responds to a wide range of fire, rescue and hazardous material alarms and operates fire equipment and apparatus; connects and lays fire hose lines connecting to hydrants and between engines; controls and extinguishes fires; raises and lowers ladders during firefighting operations; uses various hand and power tools to obtain entry to buildings, assists trapped victims, and provides ventilation. Responds as an Emergency Medical Technician at the basic life support level, including cardio-pulmonary resuscitation, illness and trauma emergency medical care. Assists in clean-up, salvage and overhaul operations. Supports fire investigation activities. Uses firefighting and chemical safety apparel and equipment, including turnout gear, helmets, hoods, and self-contained breathing apparatus. Performs regularly scheduled maintenance on apparatus, hoses and equipment to ensure readiness; cleans fire station & equipment. Participate in public relations and public education programs. Participate in staff support assignments which may include fire prevention, inspection, maintenance of inventory records, inspection of departmental equipment, and investigations. Performs other duties related to the operation of the department and the City including additional duties that enable the department and City to meet the diverse needs of its community. Effectively communicate with people under trying circumstances. Establish and maintain effective working relationships with those encountered in the course of work.

**How to Apply:** Visit the City of Hollister website at <http://hollister.ca.gov/employment/> and select the "Online Application" button or use this link <https://www.applitrack.com/hollister/onlineapp/> to directly access the City's online application website. For further details on how to apply online, please refer to the FAQs posted on the City's website. Please contact the City of Hollister's Human Resources Division at (831) 636-4301 x1118 or x1124 if assistance is needed.

**REQUIRED UPLOADED DOCUMENTS WITH ONLINE APPLICATION:**

- Resume
- Certificate of completion from an Accredited California Firefighter I Academy or California State Fire Marshall Firefighter Certification
- Current EMT Certification California OR National Registry
- Candidate Physical Ability Test (CPAT) Card (Must be current at the time of submission)
- Current CPR Card
- Current Valid Driver's License
- DMV Printout

**Selection Process:** Candidates who meet all qualifications along with the most desirable combination of education, experience and training will be invited to continue in the selection process. The selection process will require the following: application appraisal, written examination, oral interview conducted by an oral board panel, and a Chiefs oral interview. The City of Hollister offers preference to qualified veterans during the candidate selection process. Candidates who successfully complete the selection process will be placed on an eligibility list. Appointment will be made from the eligibility list. An eighteen month (18) probationary work period is required.

**Examination Process:**

*The examination process will include:*

1. **Written Exam:** Firefighter Candidate Testing Center (FCTC) <https://www.fctconline.org/> A general knowledge test evaluates candidates' ability to think critically and process information and is specifically tailored to the job of an entry-level firefighter in California.

**Deadline: Friday, September 2, 2022**

2. **Panel Oral Interview:** The oral interview examination is designed to evaluate those qualities necessary for success on the job.
3. **Chiefs Oral Interview:** The oral interview examination is designed to evaluate those who fit best with the City of Hollister Fire Department.
4. **Medical Screening:** Prior to employment the City of Hollister Fire Department will conduct a thorough medical evaluation.
5. **Background Investigation Screening** Prior to employment, the Fire Department will conduct a thorough background investigation.

**Equal Opportunity/Affirmative Action:** The City of Hollister does not discriminate on the basis of race, color, national origin, ancestry, sex, religion, sexual orientation, age, disability, marital status, political affiliation, or any other non-merit factor. The City of Hollister encourages minorities and women to apply. The City makes reasonable accommodations for the disabled. Individuals requiring any accommodations in order to participate in the testing process must inform the Human Resources Office in writing no later than the final filing date stated on the job announcement. Requests for accommodation should include an explanation of the type and extent of accommodations needed to participate in the selection process and/or to perform the duties of the job for which they have applied.

**Post-Offer Medical Examination:** Prior to appointment, the selected candidate is required to pass a post-offer medical examination. Candidates are encouraged not to quit or give notice to present employers until the medical examination and drug screening are successfully completed and passed. The medical records shall be maintained in a confidential manner.

**Group Insurance:** Employee premiums paid by City through a cafeteria style program for medical, dental, vision, life and long term disability insurance. Employees have a choice of variety of medical plans offered through PERS Health. Generous City paid contributions are made toward dependent coverage for medical, dental and vision insurance.

**Retirement:** The City contracts with the California Public Employees Retirement System (CalPERS). The City's Retirement Formula for Classic Members as defined by the Public Employee's Pension Reform Act (PEPRA) is 3.0% at Age 55. All new Employees as defined by the Public Employee's Pension Reform Act (PEPRA) are subject to the CalPERS 2.7% @ Age 57 Retirement Formula. Employees pay a specified amount of the Employer and Employee Contributions with the City paying the remainder.

**Vacation Leave:** Five (5) working shifts per year, increased to 7 working shifts per year after 6 years. Increased to 10 working shifts after 10 years. Vacation accrual may be accumulated up to 336 hours maximum.

**Holiday Pay:** 192 hours a year (in lieu of fixed holidays).

**Sick Leave:** Accrual 11.25 hours per month.

**IRS Flexible Spending Plan:** IRS Code, Section 125 which provides for pre-tax contributions for unreimbursed medical, insurance premiums and dependent care expenses.

**Long Term Disability Insurance:** CSFA Plan 60 day waiting period; and a minimum scheduled benefit or 70% of income.

**Life Insurance:** CSFA Plan II (Benefits based on age) up to 50K life and AD&D policy.

**Bilingual Pay:** City pays \$175 per month upon assignment for Bilingual Level I.

**Deferred Compensation:** Optional Voluntary 457 Plan available.

**Uniform Allowance:** \$850 per year and such clothing allowance shall be paid in twenty-four (24) equal installments.

**Other Benefits:** Education/Tuition reimbursement, Employee Assistance Program (EAP), Longevity Pay, Professional Development Incentive and credit union privileges.

***NOTE: The provisions of this bulletin do not constitute an expressed or implied contract. Any provisions contained in this bulletin may be modified or revoked without notice.***

**DATE OF NOTICE: July 18, 2022**

