



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

## **FIREFIGHTER-PARAMEDIC RECRUIT**

**SALARY:** See Position Description

**DEPARTMENT:** Fire Department

**OPENING DATE:** 03/09/23

**CLOSING DATE:** 04/03/23 05:30 PM

### **THE POSITION:**

**The City of Ventura is hiring!** We are recruiting for **Firefighter-Paramedic Recruits**. Now is a great time to join the City of Ventura and start a career as a Firefighter Paramedic.

The Firefighter-Paramedic Recruit is a non-sworn, non-safety, at will position. Firefighter-Paramedic Recruits undergo a fire academy and may undergo additional departmental training designed to provide an overview of the fire service, training in various regulations and procedures, firefighting techniques, first aid, physical fitness, and other related duties. Firefighter-Paramedic Recruits are assigned to a 40-hour work week schedule.

*This position is designated as "at-will", serving at the pleasure of the appointing authority, and subject to discharge without cause and without right of appeal.*

Subsequent appointment as a sworn Firefighter Paramedic-Trainee is based on overall Academy performance, evaluations, and the availability of positions. Upon appointment, Firefighter Paramedic-Trainees are assigned to a 56-hour work week schedule and serve a 12-month probationary period from the date of appointment. If an employee successfully completes probation as a Firefighter-Paramedic Trainee, the employee is "flexibly-staffed" to Firefighter-Paramedic.

#### **FIREFIGHTER-PARAMEDIC RECRUIT (salary \$5,627.28 monthly)**

This is a non-sworn, non-safety, at will position. Successful applicants undergo a fire academy and may undergo additional departmental training designed to provide an overview of the fire service, training in various regulations and procedures, firefighting techniques, first aid, physical fitness, and other related duties. Firefighter-Paramedic Recruits are assigned to a 40-hour work week schedule. *This position is designated as "at-will", serving at the pleasure of the appointing authority, and subject to discharge without cause and without right of appeal.*

#### **FIREFIGHTER-PARAMEDIC TRAINEE (salary \$6,277.68 -- \$7,630.53 monthly 40-hour week)**

Upon appointment to this classification, Firefighter Trainee/Paramedics are assigned to a 56-hour, work week schedule (24-hour shifts including weekends and holidays) and serve a **12-month probationary period**, in this classification. Firefighter Trainee/Paramedics perform emergency medical services as a certified paramedic for an assigned engine company and performs various fire service duties including fire suppression, rescue, hazardous materials operations, station and equipment maintenance, fire prevention, public education, and related duties. **Must work shifts, weekends, and holidays.**

Firefighter Trainee/Paramedics who successfully complete the 12-month probationary period advance to a Firefighter-Paramedic classification (salary \$6,591.55 -- \$8,412.65 monthly 40-hour

week) performing the full range of journey level Firefighter-Paramedic duties.

*Resulting hires from this recruitment may be funded by a Staffing for Adequate Fire and Emergency Response (SAFER) grant.*

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## **Ventura Fire Department**

The Ventura Fire Department provides all-hazards emergency response out of six fire stations that serve an area of approximately 32 square miles. The Department is staffed with 79 sworn and 11 non-sworn personnel in three Divisions: Administration, Operations, and Fire Prevention. Last year, the Fire Department responded to over 18,248 fire, emergency medical, hazardous materials, and rescue calls. The department takes pride in its team-oriented working environment, and genuine commitment to serve the community.

To learn more about the Ventura Fire Department, visit:  
<https://www.cityofventura.ca.gov/177/Fire-Department>.

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## **Benefits and Additional Information**

The City offers a total compensation package that includes both a generous salary and other benefits! Refer to the **benefits tab** on the job posting for more information.

**The filing deadline for this career opportunity is Monday, April 4, 2023, at 5:30 p.m. Refer to the Minimum Qualifications and Selection Process sections below for details on the application process.**

For additional information on the duties and responsibilities of the position, refer to the job descriptions located on the City's Career Page at [www.cityofventura.ca.gov/jobs](http://www.cityofventura.ca.gov/jobs) or by selecting here [Firefighter-Paramedic Recruit](#).

If you have questions about the recruitment process, please contact Human Resources at [recruitment@cityofventura.ca.gov](mailto:recruitment@cityofventura.ca.gov).

## **POSITION QUALIFICATIONS:**

### **REQUIRED AT TIME OF APPLICATION:**

**Education/Experience:** High school graduate or G.E.D. is required.

**Age:** Must be 18 years of age at the time of application.

**Citizenship:** Applicants must be United State citizens or show proof of application for U.S. citizenship at least one year prior to application.

**License/Certification:** Possession of a current and valid California Paramedic license (EMT-P) or National Registry Paramedic license **AND** a current healthcare provider CPR certification.

Do not upload copies of your certification/licenses to your City of Ventura job application.

Candidates must upload a current and valid California Paramedic license (EMT-P) or National Registry Paramedic license directly to their Firefighter Candidate Testing Center (**FCTC**) profile. FCTC will validate uploaded documents prior to placing candidates on the FCTC statewide eligibility list.

## **REQUIRED TO BE PLACED ON THE CITY'S ELIGIBILITY LIST:**

In addition to the above requirements, candidates must have a **1)** valid California Fire Fighter Joint Apprenticeship Committee (Cal-JAC) Candidate Physical Ability Test (CPAT) certificate dated between 04/03/2022 and 04/03/2023, **2)** a passing score on the FCTC Written Test dated between 04/03/2022 and 04/03/2023, and **3)** be active on the FCTC Statewide Eligibility List by **04/03/2023** to continue in the process and be placed on the City's eligibility list.

## **REQUIRED PRIOR TO START OF ACADEMY:**

- Possession of current and valid California Class C driver license with an acceptable driving record.
- A current and valid Pediatric Advance Life Support (PALS) certification OR Pediatric Education for Pre-Hospital Providers (PEPP) certification OR HandTevy certification with an expiration date beyond Academy graduation.
- A current and valid Advanced Cardiac Life Support (ACLS) certification with an expiration date beyond Academy graduation.

Do not upload copies of certifications/licenses to your City of Ventura job application. If selected for hire, candidates will be required to submit copies of these certificates later in the hiring process.

**Background:** Applicants required to undergo a comprehensive background investigation.

**Physical Requirements:** Must be physically capable of performing all tasks required of a Ventura Firefighter-Paramedic, including rigorous activities associated with emergency operations, and meet California Department of Motor Vehicle visual acuity standards necessary to maintain the required licenses. Fitness will initially be determined by possession of a Candidate Physical Abilities Test (CPAT) certificate, and ability to pass a medical evaluation.

**Desirable Qualifications:** AS degree in Fire Science, Fire Technology certification, or California Firefighter I certification is highly desirable. One year of 911 emergency paramedic experience and some firefighting experience is highly desirable.

## **APPLICATION AND INTERVIEW PROCESS:**

Submit an online City application and supplemental questionnaire by the filing deadline. It is important that your City job application show all the relevant education, training, and experience you possess. Resumes, CVs, and cover letters may be attached to your application but will not be accepted in lieu of a completed job application or supplemental questionnaire. Submitting an incomplete application or supplemental questionnaire, may disqualify you from further consideration in the recruitment process.

**NOTE:** After you apply, all future correspondence will be via E-mail. Please check your messages regularly and check your junk/spam folder. Should you need to update your contact information, please email [recruitment@cityofventura.ca.gov](mailto:recruitment@cityofventura.ca.gov).

### **Application Filing Deadline:**

Applications and supplemental questions will be accepted until **Monday, April 3, 2023, at 5:30 p.m.**

### **Application and Supplemental Questionnaire Review:**

A review of candidate applications and supplemental questionnaires will be conducted and candidates meeting the minimum qualifications and desired background experience for successful performance as a Firefighter-Paramedic Recruit are required to have a valid **1)** Cal-JAC CPAT certificate, **2)** successfully meet the written examination requirement, and **3)** be active on the FCTC Statewide Eligibility List will be certified to the City's eligibility list for employment consideration.

### **Candidate Physical Abilities Test (CPAT)**

Candidates are required to possess a valid Cal-JAC CPAT certificate issued by the Firefighter Candidate Testing Center.

For testing availability, please visit: <https://www.fctconline.org/candidates/upcoming-test-schedule/>

This certificate must be dated between **04/03/2022** and **04/03/2023**. The CPAT test fee is the responsibility of the candidate.

Firefighter Candidate Testing Center (FCTC) – [www.fctconline.org](http://www.fctconline.org)

### **Written Exam**

Applicants are required to meet the qualifying written component by successfully completing (minimum passing score 70%) the Firefighter Candidate Testing Center (FCTC) written examination between **04/03/2022** and **04/03/2023** AND are required to be active on the FCTC Statewide Eligibility List on **04/03/2023**.

Applicants who have not taken the FCTC written exam and are not on the FCTC Statewide Eligibility List must visit [www.fctconline.org](http://www.fctconline.org) to create an account and register for an upcoming written exam, and learn about the examination process, requirements, study materials and other testing information, including FCTC examination fees. Fees associated with taking the examination are the responsibility of the candidate. Grants are available through the California Fire Foundation and proof of financial hardship is required.

Visit <https://www.fctconline.org/grants-1/>.

For information regarding the Firefighter Candidate Testing Center Written Test, visit: <https://www.fctconline.org/written-testing/>

To view the Written Test Study Guide, visit: <https://www.fctconline.org/candidates/test-prep/>

To view the schedule of upcoming test dates, visit: <https://www.fctconline.org/candidates/upcoming-test-schedule/>

Upcoming Southern California Test Dates and Locations (**candidates must register for an upcoming written exam**):

- **Saturday, March 25, 2023 - Written Test** - Burbank Fire Training Center - 1845 N Ontario St, Burbank, CA 91505
- **Saturday, April 1, 2023 - Written Test** - Escondido Police and Fire HQ - 1163 N. Centre City Parkway in Escondido, CA 92026
- **Saturday, April 1, 2023 - Written Test** - Ventura Police/Fire HQ Training Room - 1425 Dowell Dr, Ventura, CA 93003

### **ELIGIBILITY LIST**

Candidates that meet both the CPAT and written exam requirements and are on the FCTC Statewide Eligibility list will be certified to a City eligibility list, which will be referred to the Fire Department for further consideration.

## **DEPARTMENT SELECTION INTERVIEWS**

A limited number of candidates will be invited to participate in the department section interviews. Selection Interviews are tentatively scheduled for the week of **April 17, 2023**, and **April 24, 2023**. Candidates are required to bring copies of their valid EMT-P and Healthcare Provider CPR certification to the Department selection interview.

The Ventura Fire Department expects to submit candidates for initial background checks the week of **May 1, 2023**, and extend conditional offers the week of **June 1, 2023**.

If selected for hire, candidates are required to submit a copy of their current California Drive license, PALS, PEPP, or HandTevy certification and ACLS certification prior to the date of hire. Please do not submit copies of any licenses, certifications or training documents with your City job application.

**FIRE ACADEMY:** Candidates selected for hire will be required to complete a Fire Academy.

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In compliance with the Americans with Disabilities Act (ADA), if you need an accommodation in a selection process, please notify the Human Resources Department in writing by the final filing date of the position you are interested in. The Human Resources address is: 501 Poli Street, Room 210, Ventura, CA 93001, (805) 654-7853, e-mail: [recruitment@cityofventura.ca.gov](mailto:recruitment@cityofventura.ca.gov).

## **THE ORGANIZATION:**

The City of Ventura operates under the Council/ Manager form of government under a charter adopted by voters in 1934, with an elected seven-member City Council. This full-service municipality is supported by 11 major City departments: City Manager, City Attorney, Finance, Information Technology, Human Resources, Community Development, Parks & Recreation, Fire, Police, Public Works, and Ventura Water. The City's Adopted FY 2021/2022 Budget totals approximately \$303.4 million. The City Council and the City Manager are dedicated to the highest standards of integrity, public service, and innovative approaches to governing.

To learn more about the City of Ventura, please visit [www.cityofventura.ca.gov](http://www.cityofventura.ca.gov) and view the current FY Adopted Budget.

## **CITY OF VENTURA**

The City of Ventura is located just north of Los Angeles County and south of Santa Barbara County and is frequently considered one of America's most desirable places to live. The City is a full-service municipality that was founded in 1782, incorporated in 1866, and serves nearly 110,000 residents within its 32 square miles. With nearly 700 employees, the City is dedicated to delivering key services to our businesses, residents, and visitors to ensure Ventura remains a fiscally stable, economically vibrant, safe, clean, and desirable community.

Locals and visitors enjoy Ventura's impressive park system that includes 32 parks and historic sites, and more than 800 acres of open green space. The City offers a remarkable year-round climate, friendly people, and a spectacular coastline. Ventura is an exciting location for a variety of outdoor activities such as biking, hiking, kayaking, paddle-boarding, sailing, surfing, whale watching and windsurfing. Other activities include the Channel Islands National Park, championship golf, world-class shopping, wine tours, and more. Learn more about the City of Ventura at [www.CityofVentura.ca.gov](http://www.CityofVentura.ca.gov)

## **DIVERSITY, EQUITY AND INCLUSION**

The City of Ventura values human rights, goodwill, respect, inclusivity, equality, and recognizes that the City derives its strength from a rich diversity of thoughts, ideas, and contributions. As leaders in public service, we aspire to be an employer of choice by promoting an organizational culture that reflects these core values. We seek to attract, develop, and retain a talented and dedicated workforce where people of diverse races, genders, religions, cultures, political affiliations, and lifestyles thrive. Our goal is to create a welcoming and inclusive environment that empowers our employees to provide the highest level of service to our community of residents and businesses; they're counting on us.

*The City is an equal opportunity employer and strives to attract qualified applicants from all walks of life without regard to race, color, ethnicity, religion, national origin, age, sex, sexual orientation, gender identity, gender expression, marital status, ancestry, physical disability, mental disability, medical condition, genetic information, military and veteran status, or any other status protected under federal, state and/or local law. We aim to create an environment that celebrates and embraces the diversity of our workforce. We welcome you to join our team!*



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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.cityofventura.ca.gov>

Position #23BF-K62-1  
FIREFIGHTER-PARAMEDIC RECRUIT  
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501 Poli Street  
Ventura, CA 93001  
(805) 654-7853

[recruitment@cityofventura.ca.gov](mailto:recruitment@cityofventura.ca.gov)

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### **FIREFIGHTER-PARAMEDIC RECRUIT Supplemental Questionnaire**

- \* 1. I am a high school graduate, or have a G.E.D.  
 Yes    No
  
- \* 2. I am at least 18 years of age at time of application.  
 Yes    No
  
- \* 3. I am a United State citizens or I can show proof of application for U.S. citizenship at least one year prior to job application.  
 Yes    No
  
- \* 4. I have a current California Paramedic License (EMT-P) OR a current National Registry Paramedic License.  
 Yes    No
  
- \* 5. If yes, provide the following (**a copy will be required if selected for a department interview**): Issuing Agency and License# and Issue Date/Expiration Date and # years of actual 911 experience.

If no, mark N/A in the space provided.

- \* 6. I have a current Healthcare Provider CPR certification.

Yes  No

- \* 7. If yes, provide the following (**a copy will be required if selected for a department interview**): Issuing Agency and Certificate# and Issue Date/Expiration Date.

If no, mark N/A in the space provided.

- \* 8. **QUALIFYING EXAM REQUIREMENT**

To be considered for this position, I understand that I am required to successfully pass the Cal-JAC Candidate Physical Agility Test (CPAT) and possess a valid CPAT certificate dated between 04/03/2022 and 04/03/2023.

Yes  No

- \* 9. **QUALIFYING EXAM REQUIREMENT**

To be considered for this position, I understand that I am required to register for and successfully pass the Firefighter Candidate Testing Center (FCTC) written examination between 04/03/2022 and 04/03/2023.

For more information, visit <https://www.fctconline.org/>.

Yes  No

- \* 10. **QUALIFYING EXAM REQUIREMENT**

To be considered for this position, I understand that I must be active on the Firefighter Candidate Testing Center (FCTC) Statewide Eligibility list on **April 3, 2023**.

Yes  No

- \* 11. **REQUIRED CERTIFICATIONS**

I have attained the following certifications/licenses (check all applicable):

Current and valid California Class C driver license (REQUIRED UPON HIRE)

- \* 12. I certify that my responses are true and complete, and any misstatements of material facts, or failure to answer questions will subject me to disqualification from the testing process and/or dismissal from employment.

Yes  No

- \* Required Question