



WOODBRIDGE FIRE PROTECTION DISTRICT'S ANNOUNCEMENT OF AN OPEN AND COMPETITIVE EXAMINATION FOR FIREFIGHTER TRAINEE

Opens: March 9, 2020 at 0800 hours - Closes: March 20, 2020 at 1700 Hours

The Woodbridge Fire Protection District has partnered with Cal-JAC/Firefighter Candidate Testing Center (FCTC) for the administration of the firefighter trainee written examination and will be utilizing the Statewide Eligibility List (SEL) for future firefighter trainee recruitment processes. In order to be placed on the SEL list and be considered for the next firefighter trainee recruitment, an applicant must meet the following FCTC SEL and Woodbridge Fire District minimum requirements by Monday, March 9, 2020.

- Register and complete your profile on the FCTC website
- Be 18 years of age or older
- Possess a valid driver's license
- Have a high school diploma or equivalent
- Possess a valid Cal-JAC CPAT Card (dated between March 20, 2019 - March 20, 2020)
- Receive a passing score on the FCTC Written Test (dated between March 20, 2019 - March 20, 2020)
- Possess a California State or National Registry EMT certification

Fees are required to take the FCTC written exam and the Cal-JAC CPAT test. Applicants requiring financial assistance may qualify for grants through the California Fire Foundation. Please go to <https://www.fctconline.org/candidates/financial-hardship/> for additional information.

THE APPLICATION & SELECTION PROCESS

A random selection of candidates from the current SEL list will be invited to apply for the position of firefighter trainee. At that time, candidates will be asked to submit a Woodbridge Fire District Application and submit copies of pertinent documents (i.e., EMT certification, high school diploma or equivalent, driver's license and Cal-JAC CPAT Card. Candidates meeting the minimum qualifications for the position will be invited and scheduled for an oral board interview. At the conclusion of the oral board interview process, candidates with a minimum score of 70% and above will be placed on the employment eligibility list.

When instructed to do so, candidates can acquire an application in one of two ways. In person at Woodbridge Fire District Headquarters, located at 400 E. Augusta St. Woodbridge, CA 95258 or on the district's website www.woodbridgefire.org.



Completed applications can be submitted in person at Woodbridge Fire Headquarters Monday-Friday between the hours of 8:00 am and 5:00 pm or e-mailed to diana.tidwell@woodbridgfire.org.

Incomplete or illegible applications will not be accepted; resumes will not be accepted in place of the application. Applications received before the opening or after the closing date will not be considered.

APPLICATION PROCESS:

The application process is part of the examination process; a date and time stamp are applied to the application at the time of submittal; in the event of a tie score, the date and time stamp will be the tiebreaker when determining hiring order.

ORAL BOARD INTERVIEW:

Selected applicants meeting the minimum requirements will be invited to participate in an oral board examination. The oral panel will consist of three examiners and twelve - twenty questions, within a predetermined time. A score of 70% or higher is required to move on to the next step in the hiring process. Oral interviews will tentatively be scheduled during the week of March 30th.

CHIEF'S INTERVIEW

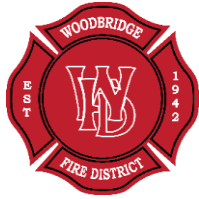
The candidates with the top ten oral board scores will be invited to the Fire Chief Interview. Upon completion, successful candidates will receive a conditional offer to become Firefighter Trainees with the District.

PRE-EMPLOYEMENT PROCESS

In order to receive a final offer with the district, the candidate must successfully complete the pre-employment process which consists of a Live Scan fingerprint, Department of Justice background check and a medical examination paid for by the district. Candidates who successfully pass the pre-employment process and accept employment with the District, will be hired as Firefighter Trainees and will undergo a Fire Academy.

DISCLAIMER:

This job announcement does not guarantee employment with the Woodbridge Rural Fire Protection District and is not a contract between the applicant and the District, this job announcement is informational only and can be changed without notice by the Fire Chief.



THE POSITION:

DEFINITION:

The Woodbridge Rural Fire Protection District has established a program known as Firefighter Trainee for enhancing the operations of the district and to give those individuals practical skills, knowledge and assistance in pursuing a career in the fire service.

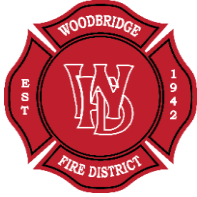
The Contract between the Firefighter Trainee and the District is separate from and not recognized by the Association of Woodbridge Firefighter's Memorandum of Understanding.

Under the direct supervision of the Fire Lieutenants and Fire Captain, this classification will function as a member of a two or three-person engine company during fire suppression, EMS (Emergency Medical Services), and emergency and nonemergency responses. As a member of the District this position will participate in company training, prevention activities, maintenance activities and interact with the general public while conducting oneself in a professional manner.

After successful completion of an eight (8) to ten (10) week academy the Firefighter Trainee will be assigned to an average 56-hour work week, working a 48-hour shift with 96-hours off.

EXAMPLES OF DUTIES: *Duties may include, but are not limited to, the following:*

- Respond to reported emergencies such as fires, accidents, emergency medical incidents, and incidents involving hazardous materials.
- Take appropriate action to protect life, property and the environment.
- Extinguish and minimize fires by using equipment, tools and help from teammates.
- Prevent fires from occurring by inspecting areas for hazardous conditions.
- Operate rescue vehicles and equipment.
- Ensure that help will be available when necessary by checking engines, equipment and requesting repairs.
- Complete reports following any incidents.
- Train citizens and conduct education programs to prevent and minimize possible fire damage.
- Frequently check alarms and equipment to ensure proper function and availability during emergency procedures.
- Follow all procedures precisely to ensure safety for citizens and fellow employees.
- Increase skills and knowledge by seeking continued education and participating in drills.



- Contribute to building efficiency by managing grounds and completing scheduled maintenance.
- Work toward unity as a team.
- Uphold community values on and off the clock as a representative of the District.
- Maintain a level of physical fitness to meet job requirements and perform the major job functions required.

COMPENSATION:

- \$ 3,154.67 per month (increases in hourly pay, mandated by federal or state laws, shall be adhered to by the District)
- Available to earn Compensatory Time Off (CTO)
- Overtime at a rate of one and one-half (1-1/2) times the hourly rate for hours worked.
- \$225 annual clothing allowance.
- CalPERS 2.7% at 57
- 48/96 work schedule with an average 56-hour work week.
- Holiday pay.
- 24 hours paid sick leave in accordance with state law.
- Insurance contribution available.
 - o Medical
- Shift trade capabilities.
- Education Incentives.
 - o Fire Investigation Unit
- Professional Development Program