

NOTICE OF TESTING

EXAM TITLE: FIRE FIGHTER II (PARAMEDIC)
EXAM CODE: 9FS2102
EXAM BASE: OPEN - NONPROMOTIONAL/CONTINUOUS FILING
DEPARTMENT: DEPARTMENT OF FORESTRY AND FIRE PROTECTION
FINAL FILING DATE: NOVEMBER 2, 2009
INTERVIEWS: FEBRUARY/MARCH 2010

Applications received after **November 2, 2009** will not be considered in this examination administration. Late applicants will be notified and **must reapply** during the next filing period to be considered.



STATE OF CALIFORNIA
Department of Forestry and Fire Protection
 EXAMINATION ANNOUNCEMENT
FIRE FIGHTER II (PARAMEDIC)
OPEN - NONPROMOTIONAL



CALIFORNIA STATE GOVERNMENT - AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION. BZ75-1755 9FS2102

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE, BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

DEPARTMENTAL FOR Department of Forestry and Fire Protection

POSITIONS EXIST Statewide

WHO SHOULD APPLY Applicants who meet the minimum qualifications. This is an open-nonpromotional examination. Applications will NOT be accepted on a promotional basis.

HOW TO APPLY Applications (STD 678) are available through the internet at <http://www.spb.ca.gov> and at the testing office shown below. Applications (STD 678) may be delivered in person or by mail. **Note:** Applications **will not** be accepted via e-mail. DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD. Please submit:

<p><u>By Mail to:</u> Department of Forestry and Fire Protection Exam Unit – (Attn: Tiffany Harris) P.O. Box 944246 Sacramento, California 94244-2460</p>	<p><u>In Person to:</u> Department of Forestry and Fire Protection Exam Unit – (Attn: Tiffany Harris) 1300 U Street Sacramento, California 95818</p>
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CROSS FILING INFORMATION If you meet the entrance requirements for this class and Fire Apparatus Engineer (Paramedic) scheduled on the same day, you may file for one or both examinations on a single application. Put the title(s) of each examination(s) you wish to take on the application.

CONTINUOUS FILING The Human Resources Office will accept applications during each announced filing period.

SALARY RANGE \$3000 - \$3644 plus paramedic recruitment and retention differential.

SPECIAL TESTING ARRANGEMENTS If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the application. You will be contacted to make specific arrangements.

ELIGIBLE LIST INFORMATION A departmental eligible list will be established for the Department of Forestry and Fire Protection. Names of successful competitors are merged onto the list in the order of final scores, regardless of date. Eligibility expires 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION All applicants must meet the education and/or experience requirements for this examination by the closing date of each announced testing period.

NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

All applications/resumes must include "from" and "to" employment dates (month/day/year), time base, and applicable civil service class titles. Applications/resumes received without this information will be rejected.

MINIMUM QUALIFICATIONS Qualifying experience may be combined on a proportionate basis if the requirements stated include more than one pattern and are distinguished as "**Either**" I, "**Or**" II, "**Or**" III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to the examination as meeting 100% of the overall experience requirement.

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Fire Fighter II (Paramedic)
(Cont'd.)

MINIMUM QUALIFICATIONS
(Cont'd.)

Minimum age of 18 years at the time of appointment. (Candidates who are within two months of satisfying the age requirement will be admitted to the examination.) **APPLICANTS MUST COMPLETE THE APPROPRIATE SECTION OF THE EXAMINATION APPLICATION STD. 678 REGARDING MINIMUM AGE REQUIREMENTS.**

and

Possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles. Applicants who do not possess the license will be admitted to the examination but must secure the license prior to appointment.

and

Possession of a current Emergency Medical Technician-Paramedic (EMT-P) license issued by a California Emergency Medical Services Authority; or enrollment in an approved paramedic training program within five months of completion. (Proof of paramedic license applicable to the county of employment will be required prior to appointment.)

and

"Either" I

Experience: Three months of fire fighting experience.

"Or" II

One year of experience as a certified volunteer fire fighter.

"Or" III

Completion of prerequisite training courses for Fire Fighter I Certification.

"Or" IV

One year of experience as a Fire Prevention Specialist I and successful completion of the mandatory training courses prescribed for a Department of Forestry and Fire Protection Fire Fighter I.

NOTE: APPLICANTS MUST ATTACH A COPY OF THEIR CURRENT EMT-P LICENSE TO THE EXAMINATION APPLICATION STD. 678. APPLICANTS CURRENTLY ENROLLED IN A PARAMEDIC TRAINING PROGRAM AND WHO ARE WITHIN FIVE MONTHS OF COMPLETION MUST INDICATE THE ENDING DATE OF HIS/HER TRAINING, INCLUDING FIELD INTERNSHIP, ON THE EXAMINATION APPLICATION STD. 678.

NOTE: APPLICANTS QUALIFYING UNDER PATTERN II ABOVE (CERTIFIED VOLUNTEER FIRE FIGHTER) MUST ATTACH TO THE EXAMINATION APPLICATION STD. 678 A COPY OF THEIR STATE FIRE MARSHAL VOLUNTEER FIRE FIGHTER CERTIFICATION, STATE FIRE MARSHAL FIRE FIGHTER I CERTIFICATION, OR A LETTER SIGNED BY THE FIRE CHIEF OF THEIR VOLUNTEER FIRE COMPANY STATING THAT THEY HAVE COMPLETED ALL TRAINING REQUIREMENTS NECESSARY TO RECEIVE EITHER THEIR STATE FIRE MARSHAL VOLUNTEER FIRE FIGHTER CERTIFICATION OR STATE FIRE MARSHAL FIRE FIGHTER I CERTIFICATION.

NOTE: APPLICANTS QUALIFYING UNDER PATTERN III (COMPLETION OF PREREQUISITE TRAINING COURSES FOR FIRE FIGHTER I CERTIFICATION) MUST ATTACH TO THE EXAMINATION APPLICATION STD. 678 A COPY OF THEIR STATE FIRE MARSHAL FIRE FIGHTER I CERTIFICATION OR A LETTER SIGNED BY THEIR FIRE CHIEF STATING THAT THEY HAVE COMPLETED ALL TRAINING REQUIREMENTS NECESSARY TO RECEIVE THEIR FIRE FIGHTER I CERTIFICATION.

SPECIAL PERSONAL CHARACTERISTICS

Willingness to work on weekends and holidays and remain on duty 24 hours a day, as required; visual acuity, color vision, and hearing adequate to successfully perform the job; physical strength and agility; no more than a mild reaction to poison oak; emotional stability, sensitivity to needs of injured persons and their families; patience, tact, alertness, and keenness of observation.

ADDITIONAL DESIRABLE QUALIFICATIONS

Education equivalent to completion of the twelfth grade.

POSITION DESCRIPTION

Under supervision, (1) as a member of a fire apparatus crew, to perform the full range of firefighting duties in suppression of vehicle, building, improvement, and vegetation fires; to assist in building, grounds, and equipment maintenance and repair; and (2) as a member of a paramedic team, to perform paramedic duties in emergency medical situations; and do other related work.

Fire Fighter II (Paramedic)
(Cont'd.)

**EXAMINATION
INFORMATION**

The department will administer examinations as needed. A candidate may test only once during a 12-month period. This examination will consist of a qualifications appraisal interview weighted 100%. The interview will include a number of predetermined job related questions. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the interview. **CANDIDATES WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

The department may utilize a structured interview format as conditions warrant.

**QUALIFICATIONS
APPRAISAL INTERVIEW
(Weighted 100%)**

Scope:

- A. Knowledge of:
1. Fire fighting and emergency medical rescue methods and equipment.
 2. Operation of fire and paramedic apparatus.
- B. Ability to:
1. Communicate effectively both verbally and in writing, at a level required for successful job performance.
 2. Learn to operate emergency vehicles (special fire suppression and paramedic) and other equipment efficiently and safely.
 3. Follow oral and written directions.
 4. Exercise good judgement in emergency situations.
 5. Analyze situations accurately and take effective action.
 6. Live in a fire station compatibly with others.
 7. Maintain cooperative relationships with other organizations and agencies.
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**ADDITIONAL
REQUIREMENTS**

Eligibles selected for permanent positions in this classification are placed in an apprenticeship program. Continued employment is conditional upon successful completion of the Fire Fighter Academy which is conducted at the Department of Forestry and Fire Protection Academy.

**BACKGROUND
INVESTIGATION
INFORMATION**

Candidates selected for appointment may be required to complete a Background Certification Statement regarding criminal convictions. A criminal conviction may preclude a candidate from employment; however, appointment commitments will be determined on a case-by-case basis.

MEDICAL EXAMINATION

A medical examination will be conducted prior to appointment. Tests include a basic physical examination, including medical history, visual acuity test, audiometry, pulmonary function test, and other tests as may be determined necessary. Any limitation which restricts a person from safely performing the duties of the position may constitute basis for removal of the candidate's name from the eligible list.

Prior to appointment, candidates will be required to successfully pass a Candidate Physical Ability Test (CPAT) administered by the California Fire Fighter Joint Apprenticeship Committee (CFF JAC).

**VETERANS'
PREFERENCE CREDITS**

Veterans' preference credits will be added to the final score for all candidates who are successful in this examination and who qualify for, and have requested these points. **VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' PREFERENCE CREDITS.**

CAREER CREDITS

Three career credits will be added to the final score of all competitors in this examination who qualify for the credits and attain a passing mark on the examination. There are two ways to receive credits: (1) To have worked full-time for three months with the Department of Forestry and Fire Protection either as a seasonal Fire Fighter I or a limited-term or permanent intermittent Fire Fighter II, Fire Fighter II (Paramedic), Fire Apparatus Engineer, or Fire Apparatus Engineer (Paramedic) since January 1, 1979, (2) Please refer to the "General Information" page of this bulletin.

**CONFIDENTIALITY AND
SECURITY**

Pursuant to Government Code Sections 19680(c) and 19681(b) it is unlawful to copy and/or furnish confidential examination material for the purpose of either improving or injuring the chances of any person or to obtain examination questions or other examination material before, during, or after an examination. Every person violating these provisions is guilty of a misdemeanor, and adverse action will be pursued. This may result in the person being barred from competition in future examinations, withheld from certification lists, or cancellation of eligibility for employment in state civil service.

(Continued on reverse side)

Fire Fighter II (Paramedic)
(Cont'd.)

**HOTLINE TELEPHONE
NUMBER**

If you have any questions regarding this examination contact the Fire Fighter II/Fire Apparatus Engineer Hotline at (916) 445-7842.

**NAME/ADDRESS
CHANGE**

Please contact the Fire Fighter II/Fire Apparatus Engineer Hotline at (916) 445-7842 if you have any changes to your name or address, as information will be sent to the address on file.

GENERAL INFORMATION

For an examination without a written feature it is the candidate's responsibility to contact the Examination Unit of the Department of Forestry and Fire Protection, (916) 445-7824, three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of written examination or oral interview fails to reach him/her prior to the day of the written test or interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board offices, local offices of the Employment Development Department, and the Department of Forestry and Fire Protection.

If you meet the requirements, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Department of Forestry and Fire Protection reserves the right to revise the examination plan to better the needs of the service if the circumstances under which this examination was planned changed. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Riverside. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged onto the appropriate lists in order of final test scores (except as modified by veterans' preference credits) regardless of the date of the test and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235 and 235.2. State Personnel Board Rules 233, 234, 235, 235.2, and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the Information Counter of the State Personnel Board in Sacramento.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plan for self-development; and the progress he/she has made in his/her efforts toward self-development.

Veterans' Preference Credits: California law allows granting of veterans' preference credits in open entrance examinations and open-nonpromotional exams. Credit in open entrance examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in open-nonpromotional examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions for applying for veterans' preference credits are on the Veteran Preference Application (Form 1093) which is available from State Personnel Board offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

Career Credits: In open-nonpromotional examinations, career credits are granted to: 1) state employees with permanent civil service status, 2) full-time employees of the state who are exempt from state civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in or are graduates of the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in state civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the Examination Application form STD. 678. (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento, California.)

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device

1 (800) 735-2929 (TT/TDD) 1 (800) 735-2922 (Voice)

STS is Speech-to-Speech Service for persons with a speech disability and is reachable at

1 (800) 854-7784 (California) or 1 (800) 947-8642 (Nationwide)