



PROMOTIONAL RECRUITMENT: FIRE ENGINEER

To file an on-line application please go to: <https://www.calopps.org/san-rafael/job-19900192>

Deadline to apply is Friday, August 16, 2019.

In order to be selected for a permanent appointment, candidates must meet the qualifications outlined in the job announcement. Documentation verifying these qualifications must be submitted with the online application by the filing deadline date. **Documents must be uploaded as ONE (1) PDF file no larger than 2MB.** Candidates do NOT need to submit proof of employment with the Marinwood Community Services District, however Drivers' License with endorsements and other qualifying documents are required.

How to Apply

Applications are accepted online only and must be submitted prior to the closing time of the job announcement. Be sure to allow sufficient time to complete your online application before the deadline. Resumes are not recommended at this point due to the limited file size allowed for attachments. Candidates who fail to include the required supplemental document with their application will not be allowed to participate in this recruitment process.

If you do not have access to a computer, there are computer stations available at the San Rafael Public Library located at 1100 E Street. Please visit the City website (<http://www.cityofsanrafael.org/library-home/>) for library hours.

Our online application system is provided by CalOpps. If you have problems while applying online, please visit the FAQ section on www.calopps.org. Please note that when you have successfully submitted the online application you will receive an e-mail notification from CalOpps. If you do not receive confirmation within 1 day of applying please check your spam folder. You should also log-in to the CalOpps website to confirm that you have actually completed the application and not just created a profile.

Candidate Orientation

An orientation for interested candidates will be held on **Monday, August 12th at the Marinwood Fire Station**. Interested candidates will be provided an overview of the position, expectations and testing process. In addition, candidates will hear about the Marinwood and San Rafael communities, learn about department goals and have an opportunity to ask questions of staff.

Testing Process:

The testing process will consist of three stages; a Written Examination, a Pumping Practical/Technical Oral, and a Driving Practical exam. Candidates must achieve a minimum score of 70% on each of the three stages to be placed on the eligibility list for employment consideration.

STAGE I – Written Examination

No written notification will be mailed for Stage I unless an applicant is deemed ineligible.

All qualified applicants who have filed a timely application are scheduled to participate in the written examination for this recruitment. The written exam will be administered on **Wednesday, Sept 4, 0900** in the City Manager’s Conference Room located at San Rafael City Hall, 2nd Floor.

The written examination will consist of a CPS multiple choice exam that will evaluate the candidate’s knowledge of the following: Firefighting Essentials, Emergency Vehicle Operation, Use of Equipment and Apparatus, Water Supplies and Fire Stream Practices, Hydraulic Principles and Calculations, and Emergency Vehicle Operation. There is also a supplemental geography portion to assess the candidate’s ability to identify streets on a map, knowledge of geographical features that might influence apparatus access or travel, and local water system features. **Candidates must receive a passing score of 70% on the written examination in order to proceed to the practical portion of the examination. The written exam score will NOT be factored into the candidate’s final overall score on the eligibility list.**

STAGE II – Skills Evaluation/Assessment Center & Oral Interview are tentatively scheduled for **the week of September 16th**. Written notification will be provided after Stage I and will include the location and date for the practical exams. Stage II in the selection process will consist of the following:

- 1) PUMPING PRACTICAL & TECHNICAL ORAL** - Candidate will be required to demonstrate their ability to operate a fire department engine/pumping apparatus in simulated fire ground operations.
- 2) DRIVING PRACTICAL** - Candidate will be required to demonstrate their ability to drive the fire apparatus in a safe and proficient manner.

Candidates must receive a passing score of 70% on each of the two components of the practical exam portion in order to pass this phase of the recruitment.

Eligibility List:

Overall scores: Final scores for candidates who pass every component of the process will be weighed as follows:

- 70% Pumping Practical & Technical Oral
- 30% Driving Practical

Candidates must achieve a passing score on all components (written, pumping practical/ technical oral, and driving practical) of the examination process in order to be placed on the eligibility list.

The Eligibility List will be valid for 12 months from the date of the list, or until such time as all eligible candidates have been considered for appointment. Please note that final appointments will be made from the list based on the Department interviews. Consideration will be given to past job performance, education, training and demonstrated participation in departmental and community projects and activities. Therefore, placement on the eligibility list is not a guarantee of a promotion, and appointments may not be made in strict rank order.