



City of Eureka
Invites Applications For
FIRE ENGINEER

PERSONNEL DEPARTMENT
531 K Street
Eureka, CA 95501
(707) 441-4124

24 Hour Job Line
(707) 441-4134
www.ci.eureka.ca.gov

Monthly Salary: \$3676 - \$4470
Effective January 1, 2009, \$3857 - \$4690
Effective January 1, 2010, \$4038 - \$4909

Final Filing Date: February 21, 2008

(There are 5 steps in the salary range and an appointment can be made at any step depending on qualifications.)

DEFINITION

Under general supervision, operates and maintains fire fighting apparatus and equipment; responds to fires, medical emergencies, hazardous materials incidents, rescues, and other emergency and non-emergency situations; participates in all other suppression, prevention, inspection, education and related activities to protect life and property; performs fire station maintenance; provides information and assistance to the public; and performs other duties as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. No direct supervision is exercised; however, may provide technical and functional direction to fire and volunteer staff when performing tasks in the area of responsibility.

CLASS CHARACTERISTICS

This is an advanced-level class in the fire service series, qualified to drive and operate a truck, engine and all other vehicles, equipment and apparatus to perform all normal fire suppression, basic medical emergency, hazardous materials and other emergency response activities. Successful performance of the work requires the performance of heavy physical work at potential risk to health and safety. This class is distinguished from the Fire Captain in that the latter is the full supervisory-level class in the series responsible for organizing, assigning, supervising and reviewing the work of assigned staff involved in fire service operations.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job. Operates and maintains all fire apparatus and related fire services and medical equipment to ensure operational readiness and safety of fire personnel, including operating hydraulic pumps and aerial equipment, performing daily inspections, maintenance, training, and inventory; responds to fire alarms, emergency medical calls at the basic life support level, emergency rescues, hazardous materials incidents, public service calls or other incidents, which require the mitigation of circumstances that may threaten life or property, such as fire suppression, emergency medical care, and rescue of victims; drives fire apparatus to emergency scene, and positions and prepares equipment for use as directed by command officer, including aerial and fire engines to emergencies, training, and inspections; operates and oversees the use of a variety of fire apparatus, vehicles, and equipment, including operating fire pumps, calculating and monitoring hydraulic conditions, directing engine hook-up, setting controls to ensure proper water flow levels, operating aerial ladder truck, and extending and retracting ladder; lays, connects, charges and uses supply lines and various water appliances to control and extinguish fires; places water curtains and performs ventilating and access maneuvers; uses foam and chemical extinguishers as required by the nature of the fire; searches and rescues victims from buildings, motor vehicles, water hazards and other locations; applies medical treatment and life support techniques within the scope of an Emergency Medical Technician (EMT); provides

assistance to qualified paramedics, as directed; assists in the emergency transportation of patients; contains, isolates and minimizes hazardous materials spills; works closely with other emergency medical staff, police, and public safety and fire personnel from other agencies; responds to mutual aid situations as required; performs daily checks of equipment to ensure all equipment is in good working order, including inspecting all aerial apparatuses, tools, and other related equipment to ensure their efficient operation and readiness for any emergency response situation, and keeping complete and accurate inspection records and apparatus usage log as required; inspects all EMT equipment; performs fire safety inspections on a variety of businesses and multi-family residences, and participates in a variety of public awareness activities to promote good public relations and fire safety awareness, including providing tours of fire facilities and giving presentations at local schools as requested; investigates fire cause and origin when assigned as a Fire Investigator, including investigating the cause and origin of suspicious fires, collecting evidence samples for lab processing, photographing and sketching fire scenes, interviewing witnesses and suspects, and documenting all investigative activities in investigative reports as required; responds to and mitigates hazardous materials incidents when assigned as a Hazardous Material Specialist, including identifying hazardous materials, mitigating the incident, requesting assistance from other resources as appropriate, and training Hazardous Material personnel in the use of the Department's CAMEO system; performs any or all of the duties of a Firefighter as necessary; makes verbal and written analyses of activities involved in any emergency fire situation; performs all necessary training activities as assigned and in accordance with readiness and preparation for firefighting activities, including training in fire suppression, fire pump operation, aerial apparatus operation, emergency medical training, hazardous materials, vehicle extrication, technical rescues, equipment use and maintenance, and other related functions; performs physical fitness training to maintain physical abilities necessary for firefighting; provides instruction to other fire personnel on topics related to fire apparatus maintenance, use, and other related topics; maintains station and personal living areas in a clean and orderly manner, and maintains surrounding grounds to ensure a safe and pleasant environment for fire personnel and the general public; serves within a command structure, requiring adherence to officers' orders in life threatening situations; performs collateral duties related to one or more departmental programs, such as fire hydrants, wild land training coordination, emergency management services, mapping, hose testing, monthly reports, legal compliance, etc; performs other duties as assigned.

QUALIFICATIONS

Knowledge of: practices and techniques of driving varied vehicles and operating a wide range of fire equipment and apparatus, including related fireground hydraulics; principles and practices of fire suppression, containment, rescue, clean-up and salvage; principles and practices of providing emergency medical care at the EMT level; practices and techniques of hazardous materials response, containment and clean-up; geography of the City, including locations of streets, hydrants, sprinkler and standpipe hookups, and alarm panels within 120 days of employment; techniques of first aid and CPR; applicable Federal, State, and local laws, codes and ordinances; the operation and maintenance of a variety of fire services vehicles, equipment, and facilities; safety practices and equipment related to the work; modern office practices, methods and computer equipment; computer applications related to the work; English usage, grammar, spelling, vocabulary, and punctuation; techniques for dealing effectively with the public, vendors, contractors and City staff, in person and over the telephone; techniques for providing a high level of customer service to the public and City staff, in person and over the telephone.

Ability to: operate vehicles, equipment and apparatus safely and in conformance with department procedures and traffic laws; perform fire suppression and associated rescue and salvage work in a safe and effective manner; apply the mechanics of fire fighting and emergency medical care at an EMT level; deal with hazardous materials incidents in conformance with department procedures; make sound, independent decisions in emergency situations; learn the geographic layout of the City and the surrounding areas and the location of various fire suppression utilities; establish and maintain a variety of manual and computerized record keeping and project management systems; make sound, independent decisions within established policy and procedural guidelines; organize own work, set priorities and meet critical time deadlines; operate modern office equipment including computer equipment and software programs; use English effectively to communicate in person, over the telephone and in writing; use tact, initiative, prudence and independent judgment within general policy and legal guidelines in politically sensitive situations; establish and maintain effective working relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE

- High School graduation or equivalent
- Two to four years of fire suppression experience

REQUIRED SPECIAL QUALIFICATIONS / LICENSES

- Valid California class B driver's license with satisfactory driving record within 60 days of appointment
 - Medical Examiners Certificate (CDL)
 - State of California Emergency Medical Technician I Certificate within 60 days of appointment
 - Defibrillation certificate (if not included with EMT I certificate) within 60 days of appointment *
 - ETAD Certificate within 60 days of appointment *
 - Completion of a California State Accredited Firefighter Academy or California State Fire Marshal Firefighter I Certification
 - Hazardous Materials First Responder Operations Certificate (FRO)
 - Hazardous Materials First Responder Operations Decontamination Certificate (DECON) within 60 days of appointment *
 - Successful completion of the Eureka Fire Department Apparatus Operator Program within 120 days of appointment
- * *Eureka Fire Department will provide training to obtain these certificates during the recruit engineer academy, if needed.*

DESIRABLE QUALIFICATIONS

- AA or Bachelor's degree
- Driver/Operator 1A and 1B or equivalent
- Municipal fire suppression experience
- Engineering experience
- Truck operation experience

PHYSICAL DEMANDS

Must possess mobility, physical strength and stamina to respond to emergency situations and use all emergency apparatus and equipment; perform medium to heavy physical work, to work in confined spaces, around machines and to climb and descend ladders; vision to discern colors and assess emergency situations, including medical incidents, to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter and retrieve data using a computer keyboard or calculator and to operate above-mentioned apparatus and equipment. Positions in this classification bend, stoop, kneel, reach and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials, objects, and individuals necessary to perform job functions.

ENVIRONMENTAL ELEMENTS

Employees work in the field and are exposed to loud noise levels, extreme temperatures, inclement weather conditions, road hazards, substantial heights, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

Employees are required to work 24-hour shifts, as scheduled by the department.

BENEFITS

RETIREMENT - PERS (3% at 50). NOTE: Earnings from this job are not covered under Social Security. When you retire you may receive a pension based on earnings from this job. If you do, your pension may affect the amount of Social Security benefits you may receive. For more information go to, www.socialsecurity.gov/form1945.

MEDICAL - The City's workers' compensation coverage is self-funded. Medical coverage for employees and eligible dependents is provided through REMIF (Blue Cross Plan). A majority of the health insurance premium is paid by the City; \$30/month is paid by the employee. REMIF offers a regular plan and, if eligible, a high deductible health plan (HDHP) with a Health Savings Account (HSA). HSA plans allow employees to accrue funds from year to year in an HSA account that can be used to pay health insurance costs both now and after retirement. The annual deductibles for this plan are \$1,200 for Employee Only and \$2,400 for Employees with Dependent(s). The City will contribute the full applicable deductible to your HSA account each year. You can withdraw funds from this account to pay eligible health insurance costs, and/or you can accumulate funds in the account for future use. The HSA account funds belong to employees, and will remain yours after you leave City services. Dental and Vision coverage is paid by the City. Note: There are specific requirements for continuing health insurance as a retiree.

VACATION - Vacation is accumulated at 7 shifts per year and increases with time in service. The maximum accrual is 15 shifts.

SICK LEAVE - Sick Leave is accrued at 1/2 shift per month with no limit. Up to three shifts of Family Sick Leave are also allowed per fiscal year and are deducted from employee's accrued sick leave. An employee may be allowed Family Death Leave up to 3 shifts per incident. This is not accruable.

HOLIDAYS - The City pays for 10 1/2 fixed holidays and 2 floating holidays.

LIFE INSURANCE - The City pays the premium on a \$5,000 life insurance policy for employees, including eligible dependent coverage at \$1,000 each.

ADDITIONAL BENEFITS - Other benefits include optional participation in deferred compensation plans, City-paid membership in an Employee Assistance Program (EAP) for the employee and eligible dependents, free membership at the Adorni Recreation Center and discounted membership for spouse and dependent children, an educational reimbursement program, and optional participation in supplemental health coverages through AFLAC.

Note: Although benefits have been reported as accurately as possible, there has been no warranty of complete benefit summary intended. All information provided is subject to the actual terms of the legal documents that control benefit programs.

THE SELECTION PROCESS

All applications received are screened to determine which applicants most closely match the desired education, experience, knowledge, and abilities of the position. Applicants will receive written notification of the results of the screening process. Applicants meeting the minimum qualifications are not necessarily guaranteed advancement to the examination process, as only the most qualified candidates will be invited to participate. The testing process is tentatively scheduled for the week of March 16, 2008. Information regarding testing will be sent out at a later date. The resulting eligibility list will also be used to provide duty relief for Fire Engineer as needed, and to fill promotional Fire Engineer vacancies.

APPLICATION PROCESS

Interested candidates should forward a cover letter, resume, and a current DMV printout, along with a City of Eureka job application packet. Please send a copy of any certificates/licenses listed under Required Special Qualifications/Licenses that you possess.

Application materials are available from: City of Eureka, Personnel Department, 531 K Street, Eureka, CA 95501-1165; Jobline: (707) 441-4134 (24 hour recording); or apply online at www.ci.eureka.ca.gov

The City reserves the right to extend the final filing date as necessary.

The provisions of this bulletin do not constitute an expressed or implied contract. Any provision contained in this bulletin may be modified or revoked. The City of Eureka is an Equal Opportunity Employer, and does not discriminate on the basis of handicap status in the admission, access to, treatment, or employment for its programs, or activities, whether funded by the City or by grants. Women, persons with disabilities, and minorities are encouraged to apply.

In accordance with the Americans With Disabilities Act (ADA), the Personnel Department will make reasonable efforts in the examination process to accommodate people with special physical or mental requirements. If you have special needs, please call (707) 441-4124 prior to the examination date. When indicating you have a special need, one of the following definitions will apply to you. A disabled person is anyone who: (1) has a physical or mental impairment which substantially limits one or more major life activities: i.e., walking, seeing, hearing, speaking, working or learning; or (2) has a record of such impairment; or (3) is regarded as having such an impairment.