



**CITY OF SAN DIEGO  
EMPLOYMENT OPPORTUNITY  
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**#T2848 FIRE RECRUIT**

**ANNUAL SALARY (after promotion to Fire Fighter II, including EMT pay): \$56,992 - \$68,765**

**APPLICATION FILING PERIOD: FIRST DATE: January 9, 2009      LAST DATE: February 11, 2009**

**IMPORTANT:** Please apply promptly. Completed applications must be received by the City of San Diego Personnel Department by 5:00 p.m. on February 11, 2009. If returning your application via the U.S. Postal Service, you should use "Certified Mail Return Receipt Requested" to provide verification of timely delivery. **Late applications will be rejected. Postmarks are NOT accepted.** Persons may apply only once during this application filing period.

**THE POSITIONS:** Fire Recruit is the entry level class in the Fire Fighter series. Monthly salary during 14 week PAID fire academy is \$2581 to \$3115. The Fire Academy may include course work and practice in fire prevention and suppression, emergency medical training and State and local laws.

**CAREER OPPORTUNITIES:** Upon successful completion of the Fire Academy, Recruits may be promoted to Fire Fighter I, salary range \$3275 to \$3939/month. In the sworn Fire classification career path, other opportunities for advancement include: Fire Fighter II, salary range \$4392 to \$5300/month; Fire Engineer, salary range \$5150 to \$6227/month; Fire Captain, salary range \$5934 to \$7183/month; and Fire Battalion Chief, salary range \$6917 to \$8371/month.

**CERTIFICATION BENEFITS:** In addition to the above salaries, persons in the sworn Fire classifications of Fire Fighter I and higher may be eligible for additional compensation for specialized skills or assignments, such as Certified Paramedic - \$5.33/hour; Emergency Medical Technician - 8.5%; Explosive Ordnance Disposal Detail - 10%; Hazmat Detail - 10%; Heavy Rescue - 2.5% to 10%; and bilingual job assignment - 3.5%.

**EMPLOYMENT BENEFITS:** An annual uniform maintenance allowance of \$900 is also paid. Employees are also eligible for annual cafeteria-style flexible benefits ranging from \$1500 to \$9294 depending on the level of medical coverage selected by the employee; 17 days of paid vacation/sick leave annually; and 11 paid holidays per year.

**MINIMUM REQUIREMENTS:** You must meet the following requirements on the date you apply, unless otherwise indicated.

- A. **AGE:** You must be 18 years of age by February 11, 2009. If you are under 18, you may apply if you are high school graduate or have a General Education Development (G.E.D.) equivalency **and** will be at least 18 by the time of hire.
- B. **EDUCATION:** Graduation from high school OR passage of the California High School Proficiency Examination or G.E.D. examination.
- C. **GENERAL:** United States citizenship or have the legal right to work in the U.S.
- D. **CERTIFICATES REQUIRED AT TIME OF APPLICATION:** Please submit with your application two (2) copies of the front and back of the certificates listed below, which must be current and valid at the time of application. **NOTE: If you do not attach these certifications to your application, your application will be rejected.**
  1. Emergency Medical Technician Certificate (EMT-I) issued ONLY by the State of California or by the National Registry (NREMT-Basic) or by an EMT certifying agency approved by the State of California.
  2. CPR certification: American Heart Association Healthcare provider or equivalent.

**E. CERTIFICATES/LICENSE REQUIRED AT TIME OF HIRE ONLY: At time of hire, you must have the following current and valid certificate/license:**

1. A valid California Class C Driver's License, which permits you to drive an automobile,
2. County of San Diego Emergency Medical Technician Certificate (EMT-I)
3. CPR certification: American Heart Association Healthcare provider or equivalent.

**\*HIGHLY DESIRABLE:**

1. Current and valid **Paramedic** license issued by the State of California or the National Registry.
2. One year of work experience in the San Diego City Emergency Medical Service System as of February 11, 2009.
3. **Candidate Physical Ability Test (CPAT)** certificate from a testing center using the standardized test developed and validated by the International Association of Fire Fighters (IAFF) and the International Association of Fire Chiefs (IAFC). **The certificate must be current and valid at time of hire.**
4. Advanced Cardiac Life Support Provider certification.
5. County of San Diego Pre-hospital System Identification Card.
6. California Fire Fighter I or II Certificate indicating successful completion of a Fire Academy that meets the State of California Fire Service Training and Education System's Fire Fighter I/II certification standards, or equivalent.
7. Full-time paid experience as a Firefighter for an urban fire department.
8. Documented reserve or volunteer firefighting experience.

**HOW TO APPLY:** You must complete and submit a **DATA ENTRY FORM and a SPECIAL APPLICATION FORM (the original and ONE copy of your application, and two (2) copies of all attachments)** for this position. Your Special Application will be made available to the hiring department(s). Please submit requested materials only.

The required forms are available at the Employment Information Center, Civic Center Plaza, 1200 3<sup>rd</sup> Avenue, Suite, 101A, San Diego, CA 92101.

**THE SCREENING PROCESS** will consist of the following:

1. **APPLICATION:** All applications will be evaluated for applicable education, experience, training and/or certification. Only those applicants whose qualifications most closely relate to the position requirements will be approved to continue in the screening process.
2. **EXAMINATION GUIDE:** The Examination Guide contains material that **MUST** be studied and learned for the Written Test. All the information you need to know about the written test will be provided in the Examination Guide. **Only those candidates whose applications have been approved will receive a Written Test Notice with instructions on how to secure a downloadable or hard copy of the Examination Guide.**
3. **WRITTEN TEST:** All qualified applicants must take a general aptitude Written Test, which may include but is not limited to the following factors: Training Material contained in the Examination Guide; Mechanical Reasoning; Reading Comprehension; Oral Comprehension; Reading Charts, Graphs, and Diagrams; and Basic Mathematics. No prior knowledge of fire fighting information is necessary to take the test. All the information you need to know for the written test will be provided in the Examination Guide.....**Weight 100%**

**Written Test Dates:** The Written Test will be administered sometime in **April, 2009**. Approved applicants will be notified by mail regarding the specific date, time and location. **You must have a Written Test Appointment Notice in order to be admitted to the test.**

**PHYSICAL ABILITY TEST:** The City of San Diego Physical Ability Test (PAT) will be administered **ONLY** to candidates admitted to the final step of the selection process. Information regarding the PAT and dates for testing will be provided only to these candidates, who must pass the PAT in order to be considered for employment as a Fire Recruit.

**IMPORTANT:** Candidates who have a Candidate Physical Ability Test (CPAT) certificate, which is **current and valid at time of hire**, from a testing center using the standardized test developed and validated by the International Association of Fire Fighters (IAFF) and the International Association of Fire Chiefs (IAFC), may **WAIVE** the City of San Diego PAT. For more information on the CPAT exam please log on to <http://www.cffjac.org/jac/cpat/index.cfm>. NOTE: While the CPAT is **optional** at this time, it is the intention of the City of San Diego to make it a requirement in the future. Therefore, candidates are encouraged to train and qualify for this certificate at the earliest opportunity.

**ELIGIBLE LIST:** Candidates who are successful in the screening process described above will be placed on a **three category** eligible list which will be used to fill position vacancies during the next **one year**. Category placement will be based on each candidate's final score as follows: **CATEGORY 1:** 90 and above; **CATEGORY 2:** 80 through 89; **CATEGORY 3:** 70 through 79.

Various Fire Academy vacancies may require an emphasis on specific knowledge, skills or abilities; therefore, based on the requirements of each Fire Academy, the San Diego Fire-Rescue Department will review the corresponding list of eligible candidates certified to the hiring department, and only those candidates with the most appropriate qualifications will be contacted for an interview. Preference in hiring may go to paramedic candidates, depending on appointing authority requirements at time of hire.

**PRE-EMPLOYMENT REQUIREMENTS:** Any employment offer is **conditional** pending the results of all pre-employment screening processes required for the job. Screening processes may include, but are not limited to the following, including confirmation of citizenship/legal right to work in the United States.

- A. BACKGROUND INVESTIGATION:** Applicants admitted to the final step of the selection process will be required to successfully pass a thorough background investigation which includes but is not limited to a conviction record check, D.M.V. driving record check, military record check, reference checks, review of prior employment history, and a fingerprint check. Fingerprints will be submitted to the California Department of Justice for an FBI/NCIC conviction record report. An applicant may be automatically disqualified by any felony conviction; falsification of background, identity, education or any material fact on application or in interview; any illegal drug usage in the last 3 years; dishonorable or bad conduct discharge from military service; Driving Under the Influence (DUI) conviction in the last 3 years or other serious violation such as hit and run, manslaughter, reckless driving, or other similar violation; four moving traffic convictions in the last 3 years. Potential disqualification could be based on general discharge from military service; poor employment record; history of consistently poor credit; any conviction less than a felony, subject to review by the Personnel Director. **Note:** Misrepresentation, falsification, or omission of pertinent facts in any step of the screening/selection process may be cause for disqualification or termination of employment.
- B. MEDICAL EXAMINATION:** Applicants admitted to the final step of the selection process must pass a comprehensive medical examination, including a drug screening before being hired. Corrected or uncorrected vision must be 20/20 or better, both eyes together, with acceptable color vision. Monocular vision is not acceptable. For vision requirements, please refer to the attached Vision Requirements.

All of the above processes must be successfully completed before employment begins.

TMP/January 9, 2009/\*Rev.1(1-9-09)/Class 1463

• THE CITY OF SAN DIEGO PERSONNEL DEPARTMENT •

**"WORKING HARD TO KEEP SAN DIEGO WORKING" by providing "America's Finest Service for America's Finest City."**

**All City employees are expected to be courteous, knowledgeable, and prompt in all the services we extend to both internal and external customers.**

# CITY OF SAN DIEGO

## Vision Requirements for Fire Recruit Candidates

1. Prior to being hired or offered employment, applicants must pass every aspect of a comprehensive medical examination and review of their medical history. Every medical standard must be met before an applicant will be approved by the City's examining physician. Vision standards are of no more importance than any other medical standard, but are given explanation because of new technology.
2. Your visual acuity must be 20/20 corrected or uncorrected, both eyes together. If your vision needs correction to 20/20, it must be corrected with eyeglasses at the time of the preplacement medical examination given by the City of San Diego. You will need to take your eyeglasses with you to the medical examination appointment.
3. In addition to meeting the requirements in number 1 above, if your vision needs correction to 20/20, you may choose to wear soft contact lenses. If you plan to wear soft contact lenses on the job, take your lenses with you to the medical examination appointment.

Hard contact lenses, including those known as semi-soft, semi-rigid, semi-permeable, gas permeable and similar lenses are not acceptable. Orthokeratology lenses are also not acceptable.

If you choose to wear soft contact lenses, you will be asked to present satisfactory medical evidence from your private optometrist or ophthalmologist documenting that you currently are a successful wearer of these lenses. Such documentation must also indicate if you have any medical contraindications to wearing soft contact lenses. We will request this information from you following the medical examination given by the City.

4. (a) If you have undergone any type of refractive vision surgery (or "touch up" surgery) such as Laser-Assisted In Situ Keratomileusis (LASIK), radial keratectomy (RK), or photo refractive keratectomy (PRK), a year or longer prior to being medically considered for a Fire Recruit or Fire Fighter position, you must be substantially free of vision problems such as impaired vision at night or under dim lighting conditions, sensitivity to glare, starbursts experienced around light sources such as street lights or headlights, hazing or blurring of vision, eye irritation and pain, progressive regression of visual acuity, and daily changes in visual acuity. Your vision must be 20/20 both eyes together. If it is not, it must be corrected to 20/20 both eyes together in accordance with the requirements in number 1 or 2 above.

You will be asked to submit the results of a recent eye examination from your private ophthalmologist documenting the status of your vision. We will request this information from you following the medical examination given by the City.

- (b) If you have undergone any type of refractive vision surgery (or "touch up" surgery) within less than a year of being medically considered for a Fire Recruit or Fire Fighter position, you may be hired on a conditional basis if you successfully complete a City provided vision examination prior to hire and at periodic intervals thereafter until one year has elapsed from the date of the last vision surgery or "touch up" surgery. You must be substantially free of the vision problems outlined in paragraph 4(a) above. Your vision must be 20/20 both eyes together. If it is not, it must be corrected to 20/20 both eyes together in accordance with the requirements in number 2 or 3 above.
5. In all cases, you need to have binocular vision (vision in both eyes), normal visual fields, normal binocular fusion, and freedom from other visual conditions that would interfere with your ability to perform the full range of duties of a Fire Fighter with the San Diego Fire-Rescue Department.
6. In all cases, you need an acceptable level of color vision. This is determined at the time of the medical examination given by the City using standardized color vision tests.

**NOTE: The contents of this announcement are for the general information of candidates. They do not constitute an expressed or implied contract. Final determination of a candidate's medical suitability for employment is determined at the time of the medical examination.**

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### THE CITY OF SAN DIEGO PERSONNEL DEPARTMENT • "EXCELLENCE IN PERSONNEL SERVICES"

The City of San Diego has an active Equal Opportunity Program and vigorously supports workplace diversity. Applicants with disabilities who require testing accommodations may call (619) 236-6358. To obtain this information in alternative formats, persons with disabilities may call (619) 236-6467 or for TT (619) 236-6776.

# APPLICANT INFORMATION

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## APPLICATION INFORMATION

Application materials must be received at the Employment Information Center NO LATER THAN 5:00 P.M. ON THE FINAL FILING DATE. Postmarks as proof of meeting the final filing date are not accepted. If you are returning your application via the U.S. Postal Service, you should use "Certified Mail-Return Receipt Requested" to provide verification of timely delivery. Do not send applications via interoffice mail.

1. Starting salaries will be determined by the hiring department.
2. The hiring department with a vacancy will contact and interview eligible candidates as needed. All candidates may not be contacted. The final selection and offer of employment is made by the hiring department, not the Personnel Department.
3. Unless otherwise stated, relevant experience may be substituted for education.
4. Eligible lists may be used on a periodic basis. As such, lists may not be used for several months. Eligible lists may be extended by the Civil Service Commission.
5. Examination requirements and processes may be revised.
6. Experience, education, and all other information provided by an applicant orally or in writing are subject to verification.

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**FALSIFICATION:** Any misrepresentations or false statements during or after the employment process may be cause for disqualification or dismissal from employment.

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## GENERAL REQUIREMENTS

Requirements must be met at time of application unless otherwise stated.

The minimum age for most full-time employment is 18, unless you are 17 and a high school graduate. You must have the legal right to work in the U.S. or have U.S. citizenship. Persons hired must present acceptable proof of identity and the legal right to work in the United States and the authenticity of the documents must be verified before starting work. After hire, you will be required to sign a loyalty oath and may be required to live in San Diego County.

**A CITY MEDICAL EXAMINATION including drug screening and documentation of medical history may be conducted following a conditional offer of employment or promotion. Medical condition must enable the applicant to perform the essential duties of the position.**

The City of San Diego is committed to a drug and alcohol free workplace.

THE CITY OF SAN DIEGO SUPPORTS WORKPLACE DIVERSITY and does not discriminate on the basis of race, sex, age, ancestry, national origin, political/religious affiliation, sexual orientation, AIDS or HIV status, cancer, or non-job related physical/mental disability. The City is committed to making its jobs, programs, and services accessible to all persons and complies with all ADA non-discrimination requirements in its employment practices.

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**A CONVICTION RECORD FORM must be submitted before hire. On it you must list all criminal convictions** you have had. A criminal record is not necessarily a basis for disqualification from City employment. Each applicant's conviction record will be evaluated on a case by case basis considering the type and seriousness of the crime, how much time has elapsed, and the nature of the job.

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## EMPLOYEE BENEFITS

City Employees may be eligible to participate in a benefit program including holidays, vacations, savings and retirement plans, health programs, and other benefits.

Benefits may change due to employer-employee contract negotiations.

## REQUIREMENTS FOR PROMOTIONAL EXAMINATIONS

1. Current City employment, or currently on a Re-employment List or Leave of Absence.
2. Six months of continuous City employment in the Classified Service immediately prior to the application closing date or, if no closing date is specified, by date of application filing (exceptions: Persons recently hired from Re-employment Lists, and employees in the Unclassified Service if the employee has six months in the Classified Service with no break in service, prior to becoming an Unclassified employee).
3. Most recent performance evaluation in your current City classification must be other than "Unsatisfactory".

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**The provisions of this bulletin do not constitute an expressed or implied contract.**

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**DIVERSITY BRINGS US ALL TOGETHER**