



Apply to join the Redwood City team as a:

# FIREFIGHTER TRAINEE

\$91,473 Annually

*Open Continuous*

Submit your application at [www.calopps.org](http://www.calopps.org) by August 16, 2024 @ 11:59 p.m. to be considered in the first application review cycle and exam process.

### Why join the Redwood City team?

We offer a wide range of meaningful career opportunities with potential for growth, training and development, competitive salaries, paid time off, and robust benefits. The Redwood City team is guided by the core values of excellence, service, inclusion, integrity, collaboration, and innovation. The community is known for its diversity, strong neighborhoods, and civic pride. The City works diligently to maintain positive and productive relationships with community partners, together providing outstanding services, programs and opportunities for residents. This mix of tradition and progress, community and diversity, makes Redwood City an extraordinary place to work and call home.



### The Fire Department:

The Redwood City Fire Department was established in 1861 and has a proud history serving the Cities of Redwood City and San Carlos, as well as portions of San Francisco Bay and unincorporated areas of San Mateo County. We are a Class I Fire Department providing exceptional customer service out of seven fire stations. We staff seven type 1 fire engines, one tillered aerial ladder truck, and one Battalion Chief. Additionally, we cross staff one type 5 fire engine, one breathing support, one fire boat, two rescue boats, eight unmanned aerial systems (drones), and one fuel tender. The Department provides engine-based paramedicine, with one Paramedic assigned to all front-line apparatus. We are a part of a borderless response system within San Mateo County, utilizing GPS technology to respond with the closest apparatus. The Department actively participates in the State's Master Mutual Aid Plan and the Bay Area Search and Rescue Council. Additionally, we support the California Task Force 3 Urban Search and Rescue Team, and the South Bay Incident Management Team. The Department also serves the community through volunteer programs which support public education and emergency preparedness.

At the heart of Silicon Valley, the Redwood City Fire Department serves from the San Francisco Bay to the foothills of San Mateo County. The combined population of Redwood City and San Carlos is 120,000, with the daytime population swelling to 150,000. We provide life, safety and property conservation to our residents in both high density and low-density housing, County offices, including two jail facilities, our deep-water commercial port, the San Carlos Airport, growing high tech and bio tech industries, four hospitals (Sequoia, Palo Alto Medical Foundation, Stanford and Kaiser), and Cañada Community College.



### The Role:

The City of Redwood City is seeking Firefighter Trainees who, under immediate supervision, actively participate in the Firefighter Academy training program. Trainees perform all related learning and testing activities in preparation for the Firefighter/Engineer classification within the Fire Department of the City of Redwood City. See [Firefighter Trainee job description](#) for more details. Upon successful completion of the Firefighter Academy training program and Field Training Orientation (FTO/Apprentice), incumbents of this non-sworn classification may be appointed to the sworn classification of Firefighter/Engineer and serve a probationary period of eighteen (18) months. The Firefighter/Engineer monthly salary range is from \$9,528.52 to \$12,162.81. Please see the [Firefighter/Engineer job description](#) for more details.

### Required Qualifications:

- High School Diploma or equivalent (G.E.D. or California Certificate of Proficiency).
- Possession of a valid Emergency Medical Technician (EMT) **OR** a valid Paramedic certification, prior to appointment.
- Proof of a valid Candidate Physical Ability Test (CPAT) dated within 12 months prior to appointment.
- Possession of, or ability to obtain, a valid California driver's license prior to appointment to the classification of Firefighter/ Engineer.
- To be eligible for this recruitment, candidates must be on the Firefighter Candidate Testing Center's (FCTC) Statewide Eligibility List (SEL).

**IMPORTANT:** The Firefighter Candidate Testing Center's (FCTC) Written Exam and Statewide Eligibility List and will be used to screen applications. If you are not already on the FCTC Statewide Eligibility List, please make arrangements to take the exam at [www.fctconline.org/written-testing/](http://www.fctconline.org/written-testing/). There is a \$50 fee for the FCTC written test. Candidates experiencing financial hardship may qualify for financial aid to pay for their FCTC testing fees at <https://www.fctconline.org/grants/>.

### EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

- Participate in training for response to fire, rescue, medical and other public service calls.
- Operate a wide variety of specialized manual/powerd tools, hose and ladders under hazardous conditions.
- Maintain all tools and equipment.
- Operate a variety of specialized medical equipment before and during training for emergency situations.
- Participate in a variety of training relating to all types of emergency and non-emergency responses.
- Participate in training for fire prevention education and public relations.
- Participate in a physical fitness program.
- Perform minor station and grounds maintenance.
- Use and wear full protective clothing, including self-contained breathing apparatus equipment.
- Operate in confined and elevated areas.
- Perform related duties and responsibilities as required.
- Perform work with a record of regular attendance and punctuality.
- Comply with mandated medical monitoring.

### Knowledge of:

- Basic life support.

### Ability to:

- Act in accordance with departmental policies, rules, and instructions in the field of firefighting.
- Apply principles, practices and procedures of modern firefighting.

- Safely operate equipment, tools, devices, facilities and use properly.
- Perform tasks relating to firefighting, medical aid and other calls for assistance.
- Maintain the Emergency Medical Technician requirement as prescribed by the State of California.
- Act appropriately in emergency situations.
- Understand and follow oral and written directions promptly and accurately.
- Analyze fire and emergency situations and adopt effective courses of action.
- Communicate clearly and effectively, both orally and in writing.
- Establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work.
- Operate and maintain voice radio equipment; and a computer terminal or personal computer.
- Drive and operate motor vehicles proficiently and safely.

**Special Requirements:**

*Essential duties require the following physical abilities and work environment:*

- At least eighteen (18) years of age at commencement of Fire Academy.
- Vision Standards: Must pass a pre-employment medical exam according to the standards set by The National Fire Protection Agency (NFPA). Freedom from color blindness.
- Hearing Standards: Must pass a pre-employment medical exam according to NFPA.
- Ability to sit, stand, walk, kneel, crouch, squat, stoop, reach, crawl, twist, climb, lift and carry in excess of 100 lbs.; pull and/or drag 175 lbs.; work in the following environments: cold, extreme heat, extreme noise, outdoors, confining work spaces, elevated areas; work with electrical hazards, vibration, chemicals, dust, toxic waste, mechanical hazards, and explosive materials; availability for shift work.

**Benefits:**

*Anticipated benefits are subject to change:*

- Public Employees **Retirement** System (PERS) 2%@60 for current members, 2%@62 for new members (MISC)
- Opportunity to select from a variety of **health plans** that are administered by PERS; Maximum City contribution is \$2,248 per month in 2024.
- **Dental** and **vision** insurance
- **Health Care** and Dependent Care reimbursement plans
- Paid **holidays** and **sick leave**
- Fitness center access at City facilities
- Commuter program available

**Interested in joining the Redwood City team?**

**Submit your application via [www.CalOpps.org](http://www.CalOpps.org) by August, 16, 2024 at 11:59 pm to be considered in the first application review cycle.**

*Grow your career in public service while making an impact on the community.*

**Recruitment Process:**

- Written Application and Supplemental Questionnaire
- Written Exam
  - The Firefighter Candidate Testing Center’s (FCTC) Written Exam and Statewide Eligibility List (SEL) and will be used to screen applications. If you are not already on the FCTC Statewide Eligibility List (SEL), please arrange to be on the list at [www.fctconline.org/written-testing/](http://www.fctconline.org/written-testing/). There is a \$50 fee for the test. Candidates experiencing financial hardship may qualify for financial aid to pay for their FCTC testing fees at <https://www.fctconline.org/grants/>.
- Additional process details and dates are TBD, and will include an Oral Board Interview, Paramedic Skills Assessment (if applicable), and Selection Interview with the Fire Chief. Information will be shared with candidates via CalOpps emails.

**Please note:**

- Updates about process details and application status will be provided via CalOpps as they become available. Individual status updates will not be provided; please do not inquire. Thank you in advance for your patience and cooperation.
- Candidates with a Paramedic License are highly desirable and encouraged to apply.
- All certifications, licenses, training, and other relevant information must be clearly stated within the appropriate area(s) of the CalOpps application, and added as attachments.
- Trainee candidates will need to attend an academy at the start of their employment.



### **The Fine Print**

• Applications will be reviewed and those who best meet the qualifications for the position may be invited to continue in the selection process. • Prior to appointment, candidates will be required to pass a background check (at no cost to the candidate) including criminal, DMV, DOJ fingerprinting, psychological evaluation, drug screening, and a pre-employment physical. • Candidates with a disability which may require special assistance in any phase of the application or selection process should advise Human Resources prior to or upon submittal of application by contacting [calopps@redwoodcity.org](mailto:calopps@redwoodcity.org) • Questions? Read hiring process [FAQs](#), or reach out via email to [calopps@redwoodcity.org](mailto:calopps@redwoodcity.org) • Provisions in this document may be modified or revoked without notice. • Redwood City is an Equal Opportunity Employer. •

## **QUESTIONNAIRES**

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### **Minimum Qualification Questionnaire (Required) :**

- The Minimum Qualification Questionnaire will be used to determine if you meet the minimum qualifications for this position. Be sure to follow the directions very closely.
  - It is your responsibility to ensure you are accurate in your responses and that you answer each part of the question completely. Many questions are multi-part and incomplete answers to the questionnaire will not be considered qualifying.
  - The City is not able to answer questions about whether individuals meet the minimum qualifications during the application process.
1. Are you on the Firefighter Candidate Testing Center's (FCTC) Statewide Eligibility List (SEL)?
  2. If you answered "no" to question 1, what date are you scheduled to take the FCTC test? If you answered "yes" to question 1, type "N/A".
  3. Do you have a High School Diploma or equivalent (G.E.D. or California Certificate of Proficiency)?
  4. Do you possess a valid Emergency Medical Technician certificate?
  5. If you answered "yes" to question 4, list the certification number. If you answered "no" to question 4, type "N/A".
  6. Do you possess a Paramedic License?
  7. If you answered "yes" to question 6, list the license number. If you answered "no" to question 6, type "N/A".
  8. If you are currently an accredited Paramedic, in what State and County are you accredited?
  9. Do you possess, or have the ability to obtain prior to appointment, a valid California driver's license?
  10. Do you possess a valid Candidate Physical Ability Test (CPAT) dated within 12 months? Please note: Redwood City requires the CPAT to be renewed annually to be considered valid.

### **Supplemental Qualification Questionnaire (optional):**

11. If you are currently an accredited Paramedic, do you have a valid Pediatric Advance Life Support (PALS) certificate? If yes, please attach.
12. If you are currently an accredited Paramedic, do you have a valid Prehospital Trauma Life Support (PHTLS) certificate or International Trauma Life Support (ITLS) certificate? If yes, please attach.
13. If you are currently an accredited paramedic, do you have a valid Advance Cardiac Life Support (ACLS) certificate? If yes, please attach.

### **Minimum Qualification Attachments (required):**

These required documents will be reviewed and verified as part of the minimum qualification screening.

- A. Valid Emergency Medical Technician (EMT) certificate **OR** valid Paramedic certification.  
AND
- B. Valid Candidate Physical Ability Test (CPAT) dated within 12 months prior to appointment.