

REVISED EXAMINATION ANNOUNCEMENT

EXAM TITLE: FIRE CAPTAIN (PARAMEDIC)
EXAM CODE: 7FS06
EXAM BASE: PROMOTIONAL
DEPARTMENT: DEPARTMENT OF FORESTRY AND FIRE PROTECTION
FINAL FILING DATE: March 3, 2017*
EXAMINATION: May/June 2017

The bulletin announcing the above examination has been amended as follows:

*The **final filing date** has been extended to March 3, 2017. Applications must be postmarked no later than March 3, 2017.

**It is anticipated that the written examination will be held in May/June 2017.

PLEASE DO NOT RESUBMIT AN APPLICATION IF YOU HAVE ALREADY APPLIED FOR THIS EXAMINATION.



FIRE CAPTAIN (PARAMEDIC) – Exam Code 7FS06

Department(s):	Department of Forestry & Fire Protection
Opening Date:	January 23, 2017
Closing Date:	March 3, 2017
Type of Recruitment:	Promotional
Salary:	Please see below for salary information
Employment Type:	Permanent Full-time Limited Term Full-time
Exam Type:	Statewide

EEO

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

DRUG FREE STATEMENT

It is an objective of the State of California to achieve a drug-free state work place. 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.

WHO SHOULD APPLY?

Applicants who meet the minimum qualifications. This is a promotional examination.

Promotional Candidates

Applicants who meet the minimum qualifications must meet one of the following requirements to apply on a **promotional** basis:

1. Applicants must have a permanent civil service appointment with the Department of Forestry and Fire Protection as of their exam date, in order to participate in this examination; or
2. Must be a current or former employee of the Legislature for two or more consecutive years as defined in Government Code Section 18990; or
3. Must be a current or former non-elected exempt employee of the Executive Branch for two or more consecutive years as defined in the Government Code Section 18992; or
4. Must be a person retired from the United States military, honorably discharged from active duty as defined in Government Code Section 18991.

FILING INSTRUCTIONS

Final Filing Date: **March 3, 2017**

Examination/Employment Application (STD. 678) is available at the California Department of Human Resources' website at: [State Application](#). Examination/Employment Application (STD. 678) may be submitted by mail or delivered in person.

MAIL:

Department of Forestry and Fire Protection
Examination Unit – (Attention: Diana Valenciano)
P.O. Box 944246
Sacramento, CA 94244-2460

SUBMIT IN PERSON:

Department of Forestry and Fire Protection
Examination Unit – (Attention: Diana Valenciano)
1300 U Street
Sacramento, CA 95818

Note: Applications **will not** be accepted via e-mail

Applications postmarked or personally delivered after the final filing date, **March 3, 2017** will not be accepted for any reason.

Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the application and/or contact the Department of Forestry and Fire Protection at (916) 445-7824.

SALARY INFORMATION

\$4045.00 - \$5108.00

ELIGIBLE INFORMATION

A Departmental eligible list will be established for the Department of Forestry and Fire Protection. This list will be abolished 12 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 written test date.

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

License and Education: Possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles. (Applicants who do not possess this 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) certificate issued by a California county health officer; or enrollment in an approved paramedic training program within five (5) months of completion. Proof of paramedic certification applicable to the county of employment will be required prior to appointment. **and**

Experience: Three years of permanent full-time experience in the California State service performing the duties of a Fire Apparatus Engineer or Fire Apparatus Engineer (Paramedic), and successful completion of the corresponding California Fire Fighter Joint Apprenticeship Committee Program. (Applicants who are within six (6) months of satisfying the experience requirement will be admitted to the examination, but must successfully complete the apprenticeship program before appointment.) **or**

Experience: Three years of permanent full-time experience in the California State service performing the duties of a Fire Apparatus Engineer with an appointment to the class prior to the initiation of the California Fire Fighter Joint Apprenticeship Committee Program on July 1, 1983. **or**

Experience: Applicants who gained employment with the California Department of Forestry and Fire Protection by Board Resolution may compete if they have three years of permanent full-time experience as a Fire Apparatus Engineer or Fire Apparatus Engineer (Paramedic) but must successfully complete the apprenticeship program before appointment or receive SubJAC certification of journey level status. [Experience with the California Department of Forestry and Fire Protection may be combined with prior Fire Apparatus Engineer or Fire Apparatus Engineer (Paramedic) experience to meet this requirement.] (Applicants who are within six months of satisfying the experience requirement will be admitted to the examination but must successfully complete the apprenticeship program before appointment or receive SubJAC certification of journey level status.)

POSITION DESCRIPTION

Individuals assigned to specialist duties may be required to develop additional knowledge and special abilities as appropriate.

A **Fire Captain (Paramedic)**, under direction, supervises the work of an engine company(s) and hand crew(s), and shares in the management of a fire station including the maintenance of emergency apparatus and equipment; or performs paramedic duties and supervises a crew of personnel engaged in emergency medical rescue activities; or serves as a paramedic coordinator in a unit; and does other related work.

EXAMINATION INFORMATION

The examination will consist of a written test weighted 100%. The written examination will consist of predetermined job-related questions from the following categories:

Fire Captain (Paramedic)

- Grammar, Punctuation and Spelling
- Fire Prevention and Investigation
- Emergency Operations
- Station Management
- Reading Comprehension
- Understanding and Using Maps
- Arithmetic
- Medical
- Medical Legal
- Infection Control
- Pharmacology
- Trauma

In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

CANDIDATES WHO DO NOT APPEAR FOR THE WRITTEN EXAMINATION WILL BE DISQUALIFIED.

It is anticipated that the written examination will be held during **May/June 2017**.

KNOWLEDGE, SKILLS, AND ABILITIES

Fire Captain (Paramedic)

Scope:

Knowledge of:

1. The wildland firefighting safety rules of engagement for safe operations.
2. Factors affecting wildland fire behavior to ensure safe and effective operations.
3. Strategies and tactics used to safely and effectively suppress various types of fires.
4. Principles, practices and procedures of fire suppression to safely and effectively mitigate an incident.
5. Basic fire behavior to identify the most effective extinguishing methods.
6. Emergency scene safety practices to ensure the safety of the public and emergency response personnel.
7. Accepted command systems for proper incident organization and structure.

8. Life hazard notification policies to ensure firefighter safety.
9. Fire tools and equipment to ensure proper use and maintenance.
10. Principles and practices of emergency medical procedures to safely respond and render medical aid.
11. Safe work practices to provide a safe work environment for employees and the public.
12. Incident accountability techniques to ensure firefighter safety.
13. The use, care, and inspection of safety gear to ensure compliance with safety rules and regulations.
14. Rescue, Exposure, Confinement, Extinguishment, Overhaul (RECEO) with salvage and ventilation activities to mitigate an incident.
15. Patient assessment to effectively treat patients at the Basic and Advanced Life Support level.
16. Fire apparatus and their capabilities for appropriate utilization.
17. Leadership principles and management practices to effectively lead subordinates.
18. Basic vehicle maintenance and repair to ensure safety compliance.
19. Rapid intervention crew/team tactics for firefighter safety and rescue.
20. Weather observation tools and techniques to use on site to obtain location specific weather information.
21. Mission, values, and goals of Department of Forestry and Fire Protection (CAL FIRE).
22. Standard response plans for appropriate response to an incident.
23. Mobile communication devices to effectively communicate.
24. Chainsaw operations to ensure like safety and compliance with Department chainsaw policy.
25. Hazardous material incident operations to analyze the situation and determine the appropriate actions to safely minimize and mitigate an incident.
26. Rescue/extrication techniques to safely and effectively remove entrapped victims.
27. Department's safety programs to maintain a safe and healthy workforce.
28. Tactics and techniques used in air operations to assist in fire suppression activities.
29. The maintenance and operation of Department mobile equipment to ensure safe and effective utilization.
30. Building construction to determine appropriate fire suppression tactics and ensure firefighter safety.
31. Fire service ladders to ensure operational readiness and firefighter safety.
32. Hazardous material incident operations to analyze the situation and determine the appropriate actions to safely minimize and mitigate an incident.
33. Incident types and dispatch priorities to assign resources in the appropriate sequence.
34. Progressive discipline practices to motivate employees to develop a safe and effective workforce.
35. Fire ground hydraulics to provide safe and effective water use.
36. Ropes and related equipment and their proper use and maintenance for effective use.
37. The state-wide radio call plan to effectively communicate with the Emergency Command Center and other emergency responders.
38. The department's and its cooperating agencies' communications systems to allow effective communications between agencies.
39. Equal Employment Opportunity policies in the workplace to ensure compliance with federal and state laws.
40. Proper spelling, grammar, punctuation, and writing techniques to ensure that written materials are complete, concise, and error-free.
41. Specialized rescue procedures to safely remove victims from hazardous situations.
42. Aircraft capabilities for safe and effective air operations.
43. The various fire cause classifications for statistical and investigative purposes.
44. Federal, state, and local regulations affecting emergency plans to ensure personnel are in compliance during emergency operations.
45. Purchasing procedures to maintain operational readiness.
46. Helicopters and helitack equipment capabilities for use in air operations.
47. Internet to obtain information needed to receive and distribute to field personnel.
48. Occupational Safety and Health Administration policies to ensure Department compliance.
49. Helicopter and helitack safety procedures to ensure the safety of personnel.
50. Fire prevention principles and practices to prevent fires and provide fire safety.
51. Proper evidence handling and preservation techniques as part of the investigation process to ensure compliance with state laws.
52. Fire prevention laws and ordinances to ensure compliance and life safety.
53. Various Department finance policies to maintain fiscal accountability.
54. Basic human anatomy for effective treatment of patients during medical emergencies.
55. Patient triage procedures and techniques to ensure appropriate treatment is administered.
56. Pharmacology as appropriate for patient care and scope of practice.
57. Basic Life Support and Advanced Life Support airway adjuncts and techniques used on patients during medical and traumatic emergencies.
58. Techniques as used on patients in respiratory distress to ensure effective treatment.
59. The Department's safety procedures and programs to achieve workplace safety.
60. Injury reporting procedures to comply with Federal and State procedures and safety of personnel.
61. Applicable Department policies and procedures for effective job performance.
62. Health Information Portability and Accountability Act (HIPPA) laws, rules, and regulations to ensure compliance and information security.
63. Mobile communication devices for effective communication.

64. California Code of Regulations (CCR) Title 22, Division 9 pertaining to Emergency Medical Services (EMS).
65. Advanced Life Support (ALS) standards to ensure proper patient care.
66. Continuous Quality Improvement (CQI) standards to ensure proper patient care and document trending of patient care.
67. Controlled substance management to ensure Drug Enforcement Administration (DEA) compliance.
68. Ryan White Act in the event of an actual and/or potential communicable disease exposure to ensure appropriate policies and procedures are followed according to Department standards.

Skill to:

1. Lead and/or be part of a team.
2. Use appropriate personal protective equipment to ensure personal safety.
3. Read and interpret road maps, street signs, reference manuals, training materials, policies, procedures, reports, and correspondence.
4. Construct a fire line to limit fire spread in various fuel types and conditions.
5. Operate firefighting equipment including chainsaws, ropes and hardware, and small gasoline engines.
6. Manage time, managing one's own time and the time of others.
7. Use hand tools, power tools, and specialized equipment in a safe and effective manner.
8. Use extrication tools and equipment to rescue pinned or trapped victims.
9. Read and effectively interpret small-scale maps and information from a computer screen to determine locations and provide directions.
10. Perform low or high angle rescue in order to bring lost or injured victims to safety.
11. Operate resuscitator and/or bag valve mask to individuals having difficulty breathing and in respiratory failure.
12. Operate cardiac monitor/defibrillator to assess and treat patients.
13. Render basic/advanced medical aid to stabilize patients.
14. Operate medical devices to render medical aid.
15. Perform and adhere to the California State Paramedic scope of practice.

Ability to:

1. Recognize the characteristics of extreme fire behavior to ensure firefighter safety.
2. Maintain situational awareness during stressful situations.
3. Think clearly and remain in control during stressful circumstances and emergency operations.
4. Be dependable, reliable, responsible, and fulfill obligations.
5. Analyze emergency situations and react quickly, calmly, and effectively, giving due regard to hazards and circumstances.
6. Recognize life safety hazards and make proper decisions to mitigate these hazards.
7. Engage in strenuous physical activity, which under emergency situations may require long working hours under emotional stress.
8. Take command and remain in command of an emergency situation under stress.
9. Give appropriate fire-ground and emergency scene commands.
10. Develop and maintain constructive and cooperative working relationships.
11. Administer Cardiovascular Pulmonary Resuscitation (CPR) and/or standard first aid in medical emergencies.
12. Lead and direct personnel during all risk emergencies within the area of influence of state and county resources.
13. Function as a positive role model for subordinate personnel, leading by example, maintaining open lines of communication, and providing a work environment which builds a safe effective team.
14. Adequately administer emergency medical care to ill or injured persons.
15. Participate in physical fitness programs and comply with department medical and fitness requirements.
16. Use critical thinking to identify the strengths and weaknesses of alternative solutions to problems.
17. Safely use and maintain firefighting tools and equipment.
18. Create and maintain a healthy work environment that is free of discrimination and harassment.
19. Effectively communicate both orally and in writing.
20. Read and interpret road maps, street signs, reference manuals, training materials, policies, procedures, reports, and correspondence.
21. Lead and direct personnel activities and daily operations.
22. Analyze information and use logic to address work-related issues and problems.
23. Assign, direct, track, and evaluate operational resources and their effectiveness.
24. Manage time effectively, multitask, and prioritize assignments in order to meet objectives.
25. Operate radios, telephones and different types of computer equipment.
26. Safely coordinate operations with air and ground resources to maximize effective use.
27. Resolve interpersonal problems or conflicts between personnel in order to maintain and improve working and living relationships.
28. Calm emotionally distressed or distraught patients, victims, relatives, friends, co-workers, and bystanders at an incident.

29. Provide training and development to firefighters and other personnel on firefighting, medical care, and rescue activities.
30. Carry, maneuver, raise, and lower various types of ladders.
31. Prepare clear and concise reports.
32. Develop written documentation to ensure accurate and complete information.
33. Lead and direct the care and maintenance of facility, apparatus, and grounds.
34. Determine the need for critical incident stress debriefings and implement procedures as appropriate.
35. Solve general mathematical problems.
36. Demonstrate, develop, and implement occupational injury and illness programs.
37. Edit written materials to ensure the accuracy and completeness of information presented.
38. Maintain logs and other periodic and activity reports.
39. Perform preventative maintenance and minor repairs on mobile equipment.
40. Locate and determine the origin and cause of fires.
41. Use computer software.
42. Perform general building and grounds maintenance and repairs.
43. Conduct and document defensible space inspections.
44. Assess and administer the appropriate level of care during medical emergencies.
45. Administer oxygen to ill or injured patients in medical emergencies.
46. Check vital signs of patient to determine whether circulation and respiration are functional and adequate.
47. Use mobile communication devices for effective communication.
48. Administer the correct medication appropriately in a given situation.
49. Solve mathematical problems.
50. Safely lift, carry and transport patients using the proper techniques and devices.
51. Interpret applicable medical codes, laws, rules and regulations to ensure appropriate application in all administrative and firefighter activities.
52. Develop and/or maintain programs.
53. Analyze and assess effectiveness of emergency medical services care.
54. Act as a liaison between cooperating emergency medical services agencies.
55. Serve as the Ryan White liaison to the unit at the direction of the unit chief.

VETERANS PREFERENCE

Veterans Preference will not be added to the final score for this exam, because it does not meet the requirements to qualify for Veteran's Preference

(See "General Information" on this bulletin for information regarding Veteran's Preference)

CAREER CREDITS

Career Credits will not be added to the final score for this exam, because it does not meet the requirements to qualify for Career Credits.

(See "General Information" on this bulletin for information regarding Career Credits)

SPECIAL PERSONAL CHARACTERISTICS

Fire Captain (Paramedic)

Demonstrated good judgment in emergency situations; willingness to live and work in isolated areas away from population centers and to work on weekends and holidays; willingness to remain on duty 24 hours a day as required; emotional stability; demonstrated leadership ability; high standards of morals and speech; satisfactory record as a law-abiding citizen; visual acuity; color vision; hearing adequate to successfully to perform the job; normal use of both hands and both feet; physical strength and agility; no more than mildly susceptible to poison oak; sensitivity to the needs of injured persons and their families; and patience, tact, alertness, and keenness observation.

Willingness to:

1. Render medical care to those in need.
2. Maintain appropriate certificates and licenses.
3. Be exposed to graphic and/or traumatic situations.
4. Respect sensitive situations and maintain confidentiality.
5. Render Advanced Life Support in remote areas.

Possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles is a condition of continued employment.

Possession of a valid paramedic license issued by a California Emergency Medical Services Authority applicable to the county of employment is a condition of continued employment.

ADDITIONAL DESIRABLE QUALIFICATIONS

Education equivalent to completion of the twelfth grade.

CONTACT INFORMATION

Department of Forestry and Fire Protection
P.O. Box 944246
Sacramento, California 94244-2460
(916) 445-7824

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)

SPECIAL REQUIREMENTS

Certain positions in this classification require peace officer status as a condition of appointment and continued employment. The felony, background, citizenship, age, and education requirements apply only to those positions designated as peace officers within this class.

FELONY DISQUALIFICATION

Existing law provides that persons convicted of a felony are disqualified from employment as peace officers. Such persons are not eligible to compete for, or be appointed to, positions in this class. This felony disqualification applies only to those positions designated as peace officers within this class.

CITIZENSHIP REQUIREMENT

Pursuant to Government Code Section 1031 (a), in order to be a peace officer, a person must be either a U.S. Citizen or be a permanent resident alien who is eligible for and has applied for U.S. Citizenship. Any permanent resident alien who is employed as a peace officer shall be disqualified from holding that position if his/her application for citizenship is denied.

JOINT APPRENTICESHIP COMMITTEE PROGRAM

Eligibles selected for positions in this classification are placed in an apprenticeship program. Continued employment is conditional upon successful completion of the Fire Fighter and/or Company Officer Academies which are conducted at the Department of Forestry and Fire Protection (CAL FIRE) Academy.

BACKGROUND INVESTIGATION INFORMATION

Candidates selected for a appointment will 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 is conducted prior to employment. Tests include a basic clinical 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.

CANDIDATE PHYSICAL ABILITY TEST

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 (CFFJAC).

DISCLAIMER

Please go the following website to review the official California Department of Human Resources (CalHR) class Specification: <http://www.calhr.ca.gov/state-hr-professionals/pages/1757.aspx>

GENERAL INFORMATION

For an examination with a written feature, it is the candidate's responsibility to contact the Department of Forestry and Fire Protection, (916) 445-7824, three days prior to the written test date if he/she has not received his/her notice of appointment.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. However, locations of interviews or performance evaluations may be limited or extended as conditions warrant.

Applications are available online at CalHR, local offices of the Employment Development Department and the testing Department on this job bulletin.

If you meet the requirements stated on this bulletin, 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 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 testing Department reserves the right to revise the examination plan to better meet the needs of the service, if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

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 classification. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) Departmental promotional, 3) multi-Departmental promotional, 4) service-wide 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 the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment and military veterans that meet all the minimum qualifications. 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 www.jobs.ca.gov.

Felony Disqualification: You are disqualified from being employed as a peace officer if: 1) you have been convicted of a felony in California or any other State; 2) you have been convicted of any offense in any other State which would have been a felony if committed in California; 3) you have been charged with a felony and adjudged by a superior court to be mentally incompetent; 4) you have been adjudged addicted or in danger of becoming addicted to narcotics, convicted, and committed to a State institution. If you have been convicted of a felony, you may be allowed to participate in this examination if your conviction(s): 1) has/have been sealed under Penal Code Section 851.7, 851.8, 1203.45, or Health and Safety Code Section 11361.5; 2) has/have been expunged or is/are expugnable pursuant to Health and Safety Code Section 11361.5 regarding marijuana offenses; 3) was/were stipulated or designated to be a lesser included offense of marijuana possession under Health and Safety Code Section 11557 or 11366.

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.