The Cities of San Mateo, Foster City and Belmont

Invites your application for the positions of:

Firefighter/Engineer Paramedic

Closing Date:

Monday, April 4, 2016 by 5:00 p.m.

An Equal Opportunity Employer

The City of San Mateo

San Mateo is a city of approximately 100,000 residents, strategically located midway between San Francisco and San Jose, and is within the Silicon Valley. One of the City's strengths is its diversity, both in the ethnic makeup and the physical development of the community. San Mateo has a vibrant business and retail environment with national and international businesses, two major shopping centers and an active downtown. The community values its historic and new residential neighborhoods and recently approved a major new Transit Oriented Development that will add 1,500 new homes, 300,000 square feet of new retail and as much as 1.5 million square feet of commercial office space.

The City organization has a culture of innovation, collaboration and strong customer service. The City's annual budget is $130 million and is staffed by over 540 full time employees. The City is continually evaluating new and innovative ways of providing high quality services to its residents while acknowledging the competing demands for the limited funds available. **www.cityofsanmateo.org**

The City of Foster City

Foster City is home to approximately 30,000 residents and a wide array of industry—including some of the bay area's elite businesses. Conveniently located midway between San Francisco and San Jose, Foster City prides itself on its well-planned neighborhoods, shopping centers, and a supreme quality of life. Foster City's temperate climate, diverse cultural attractions, beautiful parks, excellent school district and unique waterfront setting offer a quality of life that is unsurpassed.

Foster City is continually seeking qualified candidates to join our staff—currently 185 employees covering 86 job classifications. For additional information about the City, visit Foster City's website at: **www.fostercity.org**

The City of Belmont

The Belmont Fire Protection District established in 1926, operating as the Belmont Fire Department, provides all risk emergency services to the City of Belmont and the unincorporated Harbor Industrial District the home to 26,000 residents. Suppression and Rescue is the largest division in the Fire Department and includes the Fire Captains and Firefighters who respond to emergency and non-emergency calls for service and operate out of the two Belmont Fire Stations. The Hazardous Materials Division provides Hazardous Materials Emergency Response to all jurisdictions within the County of San Mateo. Belmont personnel operate in partnership with the County Environmental Health Department and the Office of Emergency Services to form the Response Team. For more information about the Fire District visit the City of Belmont website at: **www.belmont.gov**

The San Mateo-Foster City- Belmont Fire Department

The Cities of San Mateo, Foster City, and Belmont have embarked on a shared services endeavor for fire services. The Departments collectively have ten engines and two trucks operating out of nine fire stations. There are 154 full-time employees assigned to one of the following divisions: Administration, Fire Prevention, Training, Emergency Preparedness, Fire Operations and EMS. The Departments jointly serve nearly 161,000 residents daily with a day-time population around 230,000. Additionally, the departments participate in a mutual aid program throughout the county, helping to secure a million people daily. The Departments have a healthy collaborative atmosphere and encourages participation at all levels.

The Position

The Paramedic Firefighter is responsible for combating fires, providing medical response and care for the sick or injured, protecting life and property, and operating and maintaining firefighting equipment and fire stations. The Paramedic Firefighter will actively participate in fire prevention, code enforcement, public education, and training programs.

The Qualifications

Any combination of experience, education, and training that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience, Education and Training:

- High School Diploma

AND/OR

- An Associate Degree from an Accredited College or sixty (60) semester units

AND/OR

- Two (2) or more years of verifiable work experience

AND/OR

- Two (2) years of active military service with an honorable discharge

License or Certificate:

- Valid California Driver's license or equivalent upon appointment.
- Must possess a valid Paramedic Licensure (National Registry acceptable) by date of appointment
- Successful graduation from a CSFM "approved" academy or equal at time of application is desirable (NFPA 1001 Standards acceptable).

Knowledge of and Ability to:

- Learn rules, regulations and operational procedures of the City and fire department.
- Learn and apply emergency medical procedures.
- Demonstrate physical endurance, agility, strength, and stamina in the performance of hazardous tasks under emergency conditions.
- Demonstrate a high degree of mechanical aptitude.
- Learn and demonstrate the operating and mechanical principals of fire apparatus, fire alarm systems, automatic fire extinguishing equipment, and other fire equipment.
- Learn to effectively and safely drive and operate the full range of fire apparatus and equipment used by the fire department.
- Learn to perform field calculations of hydraulics for the proper and effective operation of equipment at emergency scenes.
- Learn and effectively demonstrate fire combat methods and techniques, the operation of firefighting equipment, street location and physical layout of the City and major traffic and fire hazards.
- Think and act quickly in emergencies.
- Understand and follow oral and written directions promptly and accurately.
- Effectively impart knowledge of materials learned to others.
- Deal courteously and effectively with the public.
- Establish and maintain cooperative relationships with those contacted in the course of work.

ADA Special Requirement: *Essential duties require the following physical abilities and work environment: Ability to sit, stand, walk, run kneel, crouch, squat, stoop, reach, crawl, twist, climb, drive, and lift 150 pounds; exposure to cold, heat, extreme noise, outdoors, confining work space, electrical hazards, vibration, chemicals and dust, toxic waste, mechanical hazards, explosive materials; availability for shift work, on call and stand-by call.*

Salary and Benefits

The Cities of San Mateo, Foster City and Belmont offer excellent compensation packages:

San Mateo Salary:	**$ 88,628 - $105,686 annually**
Foster City Salary:	**$ 81,408 - $ 98,952 annually**
Belmont Salary:	**$ 76,752 - $ 97,968 annually**

For a list of benefits, go to each cities' individual websites:

www.cityofsanmateo.org
www.fostercity.org
www.belmont.gov

ADA - In compliance with the Americans with Disabilities Act, applicants requiring accommodations for any part of the testing or recruitment process must notify the Human Resources Department seven (7) days in advance of the deadline for the part of the process requiring accommodations.

APPEALS must be submitted in writing within seven days of decision or event being appealed. An appeal concerning the contents or administration of an examination process shall be filed within seven days of the date that the challenged portion of the examination / interview is given.

IRCA -To comply with the Immigration Reform and Control Act, all new employees must provide proof of authorization to work in the United States.

POTENTIAL EMPLOYEES may be subject to fingerprinting, drug testing, medical and background reviews and **NEW EMPLOYEES** are required to present an original social security card at the time of appointment.

REQUIRED qualifications must be maintained throughout employment. Employees who are required to drive must be insurable.

SALARIES for new employees are established at the department level interview.

THE PROBATIONARY PERIOD is 12 months for new appointments.

VETERANS with at least 18 months of active duty service within five years of date of application and those veterans having a 25% wartime disability are also eligible for bonus points. Proof of service or disability is due at application deadline.

THE POLICY of the City of San Mateo is to grant equal employment opportunity to all qualified persons without regard to race, color, sex, age, religion, ancestry, physical or mental disability, sexual preference, marital status, or national origin. It is the intent and desire of the City of San Mateo that equal employment opportunity will be provided in recruiting, hiring, training, promoting, wages, benefits, and all other privileges, terms and conditions of employment.

The City of San Mateo complies with employment provisions of the Americans with Disabilities Act.

The Selection Process

An eligible list will be established from those candidates who have a qualifying score from the California Fire Fighter Joint Apprenticeship Committee and Firefighter Candidate Testing Center for Paramedics and who have submitted a complete City of San Mateo application packet and meet the City of San Mateo's minimum qualifications. Current and future vacancies may be filled from this list for any of the three fire agencies. The list will remain in effect for at least one year unless exhausted sooner. Following a departmental interview, a skills test, and Chief's interview, successful candidates are required to pass a psychological and medical examination, drug screen, criminal history and a background investigation.

Note: The City of San Mateo reserves the right, at its discretion, to limit the number of qualified candidates invited to the selection process.

How to Apply

To Apply online: go to https://www.CalOpps.org/ViewAgencyJob.cfm?id=xxxxx

And click on the apply button to complete an online employment application. Be prepared to attach a résumé, a copy of your Paramedic license, a copy of CA Driver's license and a copy of certificate of completion from the CSFM approved Fire Academy or Firefighter I Certificate.

NOTE: Calopps will only allow one attachment. Please have these documents saved as one (1) .pdf file prior to attaching to your application.

OR You may also send your application package consisting of a completed employment application, résumé, Paramedic license copy, and training verifications to:

City of San Mateo /Foster City
Fire Administration
1040 E. Hillsdale Blvd.
Foster City, CA 94404

Employment applications, résumés, licenses and training verifications may also be faxed to: (650) 522-7901.

By: Monday, April 4, 2016 @ 5:00 p.m.

Failure to attach a résumé, licenses, and certificate verifications to the application by the deadline may result in disqualification of the applicant.

Unless otherwise specified, ALL RESPONSES WILL BE CONDUCTED VIA THE EMAIL ADDRESS PROVIDED IN YOUR ONLINE APPLICATION. Therefore, it is imperative that you provide an email address to which you have access, and it is recommended that you frequently check your email for notices from: **sanmateo@CalOpps.org**.

This Announcement is meant only as a general description guide and is subject to change. It does not constitute an expressed or implied contract.