



NOW HIRING! FIRE CAPTAIN

The Pinetop Fire District (PFD) invites applications for the position of Captain/EMT or Captain/Paramedic (CEP). This is a great opportunity to become a member of a fire service team that is dynamic and progressive. We intend to create a single hiring list for the position of Captain.

APPLICATION PROCESS:

Qualified candidates must submit an application, resume, and copies of all required documents and/or related certifications listed below.

MINIMUM QUALIFICATIONS: (Must be able to prove that all qualifications will be met prior to date of hire)

- *8 years minimum experience as a career firefighter with 2 years minimum experience as a captain or in an acting role, population requirement of at least 10,000.*
- *Associate's degree from a nationally accredited college or university in Fire Science, Paramedicine, Business Administration, Public Administration, or other related fields.*
- *Meets the professional qualifications in NFPA 1021 for Fire Officer 1.*
- *40 hours of company officer development training.*
- *Incident Safety Officer certification.*
- *Fire Instructor certification.*
- *FEMA I-300 NIMS certification.*
- *Blue Card Incident Command certification (preferred).*
- *NWCG S-130, S-190, & L-180 and ability to obtain Wildland Red Card certification as FFT2.*
- *High school diploma or G.E.D.*
- *Ability to obtain medical direction from PFD's Base Hospital upon hire.*
- *Speak, read, and write the English language.*
- *Ability to pass the pre-employment medical/physical examination with a Tier two rating or higher.*
- *Ability to pass a pre-employment psychological exam.*
- *Meet the insurability requirements of the district's insurance carrier.*

*Applicants **shall** submit in writing your responses to the following supplemental questions (no more than 2 pages total).*

- What have you done to prepare yourself for the position of Fire Captain?
- What is the difference between managing and leading?
- What does coaching mean to you and how do you currently demonstrate it?
- What does model the way mean to you?
- How do you inspire a shared vision?
- What skills do you feel need to be developed to be an effective captain?
- Is there anything in particular that you believe the Fire Chief should take into account when

considering your suitability for the position?

Applications may be obtained at the administrative office or at <http://pinetopfire.com> under the "Employment" tab. Completed application packets shall be submitted to Assistant Chief Richard Wallace, and may either be emailed to rwallace@pinetopfire.com or submitted to:

*Pinetop Fire District
1845 S. Pine Lake Road
Pinetop, AZ 85935*

APPLICATION DEADLINE:

*Completed application packets must be received by **1200 hours on March 15, 2023**; late applications will not be considered.*

Applicants who meet the minimum requirements will be notified via email and will be invited to attend the written exam on March 23rd. The exam will be conducted at the Pinetop Fire District Offices.

SALARY AND BENEFITS:

- *Captain: Starting rate of \$24.37 – 33.74 (approximately \$72,863.39 - \$100,859.97/yr.) based on district need and experience.*
- *Paramedic stipend of \$6500/yr. (if applicable).*
- *Arizona Public Safety Personnel Retirement System*
- *Medical, Dental, & Vision Insurance*
- *Tuition Reimbursement*
- *Paid Time Off*
- *10 Paid Holidays*
- *48/96 work schedule*

SELECTION PROCESS WILL INCLUDE:

- *Application packet review*
- *Written Examination*
- *Oral Board Interview*
- *Fire Chief Interview*
- *Background Investigation*
- *Post-offer, Pre-employment Medical Examination*
- *Post-offer, Pre-employment Psychological Examination*
- *Pre-employment Drug Screening*

Testing Process:

The testing will include a written examination and an assessment center.

Written Examination:

This will be a 150-question test; the reading list is as follows:

- IFSTA Fire & Emergency Services Company Officer, 6th Ed. ISBN 9780879396503
 - 50 Questions
 - Chapters: 2, 5, 6, 8, 9, 10, 11, 13, 14, 15

- Fire Officers Handbook of Tactics, John Norman, 5th Ed. ISBN 9781593704186
 - 50 Questions
 - Chapters: 2-12-17, & 20-22

The written examination evaluates the candidates' understanding of the knowledge required by NFPA 1021 (2014 Edition) "Standard for Fire Officer Professional Qualifications," Fire Officer Level I.

Assessment Center:

The assessment center will be held on; April 5-6; location and specific times will be provided at a later date. This process will assess the candidates' ability to perform job-simulated exercises that align with the duties and responsibilities for the position of Fire Captain. The assessment center will have five to seven exercises, including but not limited to the following:

- Oral Board Interview
- Written Assignment
- In-Basket
- Management Role Play
- Tactical Command Exercise
- Oral Presentation

Overall Scoring Process:

Consistent with PFD policy and past practice, candidates must obtain an overall score of 70% in order to successfully pass the process and be placed on the eligibility list.

The written examination shall be weighted at 20% of the overall score; the assessment center will be weighted at 80% of the overall score. The assessment center score will be derived by averaging the scores from all of the exercises within the assessment center.

Fire Captain Eligibility List:

Successful candidates achieving an overall score of 70% will be placed on a ranked eligibility list for the position of Fire Captain. As per policy, the eligibility list will be good for one (1) year after its established date.