# A VIRTUAL CAREER WORKSHOP OPPORTUNITIES TO CONNECT WITH CAL FIRE

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# THE MISSIONS



The California Department of Forestry and Fire Protection's mission is to serve and safeguard the public and protect the property and resources of California.



To protect and enhance California's natural resources and communities while empowering and developing young adults through hard work and education.





# CAL FIRE IN BRIEF



An emergency response and resource protection Department with more than 8,000 fire professionals, foresters, and administrative employees, along with thousands of volunteers, inmates, and wards, responsible for protecting over 31 million acres of California's privately-owned wildlands

- Provides varied emergency services in 36 of the State's 58 counties via contracts with local governments
- Spans the entire State and is comprised of 21 operational units, two region operation centers, two region headquarters, Sacramento headquarters, Office of the State Fire Marshal satellite locations, stations, camps, forests, air attack and helitak bases, and more

# CAREERS WITH US

CAL FIRE utilizes over 170 civil service classifications and employs 13 different bargaining units.

- Administration [e.g., Accounting Administrators, Staff Services Analysts (General), Associate Governmental Program Analysts, Staff Services Managers]
- Aviation (e.g., Forestry Fire Pilots, Aviation Officers)
- Engineering (e.g., Mechanical Engineers, Civil Engineers)



- Law Enforcement (e.g., Deputy State Fire Marshals, Arson and Bomb Investigators)
- Resource Management (e.g., Registered Professional Foresters, Environmental Scientists, Archaeologists)
  - Technology (e.g., Programmers,
    Information Analysts, Geographic
    Information Systems Analysts,
    Telecommunication Analysts)
- And, much more—check out career opportunities at <u>www.fire.ca.gov/careers/</u>

# FIRE FIGHTING

According to the Department's Equal Employment Opportunity program, approximately 85% of the Department's staffing is comprised of uniformed personnel in the primary fire suppression classifications provided below:

- Fire Fighter I
- Fire Fighter II
- Fire Fighter II (Paramedic)
- Fire Apparatus Engineer
- Fire Apparatus Engineer (Paramedic)
- Fire Captain
- Fire Captain (Paramedic)





# FIRE SUPPRESSION



EDWC = Extended Duty Week Compensation

- Paramedic classifications receive additional pay
- The work week is 72 hours per week, typically over 3-4 days depending on classification and assignment
- Overtime is earned after completion of 288 hours in a 28-day work period

# FORESTRY



- The work week is 40 hours per week, typically over 4-5 days depending on classification and assignment
- Overtime is earned after completion of 40 hours in each work
   week



## FIRE FIGHTER I



#### Job Description and Duties

Under close supervision, as a temporary employee, to do heavy physical work involved in fire fighting as a member of a fire crew, to assist in building, grounds, and equipment maintenance and repair; and to do other related work.

As a member of a fire crew, receives training in wildland, rural, and structural fire suppression methods and techniques; fights fire as a member of a fire crew using tools and equipment such as a shovel, axe, McLeod, Pulaski, and back pump; clears trails, cuts brush; assists in building, grounds, and equipment maintenance and repair; inspects, cleans and repairs fire hose and equipment, sharpens fire tools, paints equipment and buildings and performs semiskilled or laboring construction work; performs general station housekeeping and kitchen duties.

#### Working Conditions

Willingness to live and work in remote areas and on weekends and holidays and remain on duty 24 hours a day, as required; visual acuity, color vision and hearing sufficient to perform the assigned duties; physical strength, dexterity and agility necessary to perform the duties of the position.

#### FELONY DISCLOSURE

Pursuant to California Penal Code 4571, any individual interested in seeking employment that requires working with inmates at a conservation camp must disclose of any prior felony status up front, so CALFIRE/CDCR can provide informed consent to a former felon to be on the conservation camp/prison grounds.

Any person/employee who has been convicted of a felony, and has not received written consent, is committing a felony.

#### PREA INFORMATION

Positions located at a Camp or requiring the supervision of inmates requires compliance with the Prison Rape Elimination Act. Compliance is determined by completing a Live Scan prior to appointment and during the course of employment to verify the standards of the Code of Federal Regulations Part 115 Prison Rape Elimination Act National Standards are met.

#### Minimum Requirements

#### Additional Documents

You will find the Minimum Requirements in the Class Specification. • FIRE FIGHTER I Job Application Package Checklist

#### **Position Details**

 Job Code #:
 JC-218284

 Position #(s):
 542-000-1083-00X

 Working Title:
 Fire Fighter I

 Classification:
 FIRE FIGHTER I

 55.275.00 - 54.137.00
 54.137.00

#### **Department Information**

The California Department of Forestry and Fire Protection (CAL FIRE) is California's fire department and resource management agency. The organization is comprised of nearly 8,000 permanent and seasonal employees. The mission of the Department is to serve and safeguard the people and protect the property and resources of California.

# AN OVERVIEW

- Application period occurs November 1st through November 30th annually
- Hiring usually occurs between March and June, depending upon the year's fire and weather conditions



- The minimum qualification is that you must be 18 years of age at the time of appointment
- Applications will be accepted by mail or electronically. For 2021 there is no in-person filing at the Southern Region Headquarters
- Veterans' Preference does not apply as Fire Fighter I is a "non-testing" classification

# TRAINING

## REQUIRED but may be obtained after appointment.

- CAL FIRE Basic Fire Fighter Certificate
- California State Fire Marshal (SFM) Confined Space Awareness Certificate
- California SFM Hazardous Materials First Responder Operational Certificate
- Fire Fighter Survival (Structural)
- Federal Emergency Management Agency (FEMA) IS-100: Introduction to Incident Command System
- FEMA IS-700: An Introduction to the National Incident Management System (NIMS)
- FEMA IS-800: National Response Framework, An Introduction No charge for these independent study courses and available online at <u>https://training.fema.gov/is/</u>.

# TRAINING (Cont'd.)

### REQUIRED but may be obtained after appointment.

- Cardiopulmonary Resuscitation (CPR) certification
- Emergency Medical Services (EMS) qualifications (must have one of the following):
  - ✓ Public Safety First Aid
  - ✓ Emergency Medical Technician (EMT)
  - ✓ Paramedic (EMT-P)

## **DESIRABLE** training

- SFM Accredited Fire Fighter I Academy or equivalent Fire Fighter I Academy taught at a California accredited institution of post-secondary education recognized by the American Council on Education
- SFM Fire Fighter I Certification

#### ACCEPTABLE DOCUMENTS Used for FFI, FFII, and FAE

Please see below for a list of acceptable documents effective for the 2021 season and beyond

#### 1. CAL FIRE Basic Fire Fighter Certificate

The item that will qualify is a CAL FIRE Fight Fighter i – Basic Training certificate of completion signed by a Unit Chief.

 California State Fire Marshal (SFM) Accredited FF I Academy or equivalent FF I Academy taught at a California accredited institution of post-secondary education recognized by the American Council on Education

The item that will qualify is an academy course completion certificate.

#### 3. SFM Fire Fighter I Certification

Items that will qualify are one of the following:

- California SFM California Fire Service Training and Education System (CFSTES) Fire Fighter 1 Certification
- International Fire Service Accreditation Congress (IFSAC) and/or National Board on Fire Service Professional Qualifications (The Pro Board) Fire Fighter 1 certification and Haz Mal FRO certification from an issuing body (i.e. Department of Defense, Texas A&M, and other State or Providence State Fire Training Body) and CAL FIRE Basic
- 4. California SFM Confined Space Awareness Certificate

Items that will qualify are one of the following:

- California SFM Fire Service Training and Education Program (FSTEP) Confined Space Awareness course completion diploma
- CAL FIRE Confined Space Awareness
- International Association of Fire Fighters (IAFF) Confined Space Operations for First Responders certificate of completion
- California SFM FSTEP Confined Space Rescue Operations course completion diploma
- California SFM FSTEP Confined Space Rescue Technician course completion diploma

## ACCEPTABLE TRAINING DOCUMENTS

- CAL FIRE only gives credit for training certifications and medical qualifications that meet certain criteria
  - ✓ These standards are set by the SFM, CAL FIRE Training Center, and CAL FIRE EMS Program
- An "<u>Acceptable Documents</u>" list is posted on the CAL FIRE Internet year-round to help ensure you obtain the qualifications that will gain you credit in our hiring processes
- Additional information can be found on the Careers page under Seasonal Fire Fighter I Hiring at <u>https://www.fire.ca.gov/careers/</u>

# FIRE FIGHTER I HIRING

applications received will be reviewed and applicants will be placed in the appropriate category

All

#### CATEGORY 0

The applicant has returnee rights to a CAL FIRE Unit

#### CATEGORY 2

The applicant is considered "partially trained" and has provided an acceptable document showing completion of at least one of the required trainings, or one EMS qualification, or one of the desirable trainings

#### **CATEGORY 1**

The applicant is considered "fully trained" and has provided an acceptable document showing completion of <u>ALL</u> of the required trainings <u>AND</u> either: 1) Public Safety First Aid, 2) EMT, or 3) Paramedic

#### **CATEGORY 3**

The applicant has not provided acceptable documentation



# SEE YOUR NAVIGATOR!

CCC's Motto: Hard Work, Low Pay, Miserable Conditions and More!

## CCC FIRE FIGHTER I APPLICATION WORKSHOPS

Monday 11/1/2021 1700-1800 Friday 11/5/2021 1000-1100 Monday 11/8/2021 1500-1600 Friday 11/19/2021 1000-1100

Monday 11/22/2021 1800-1900 Monday 11/29/2021 1000-1100

#### Forestry Technician/Assistant Series

#### California State Personnel Board Specification

Series established August 31, 1982

#### Scope

This series specification describes three levels of Forestry Technicians/ Assistants used in the Department of Forestry.

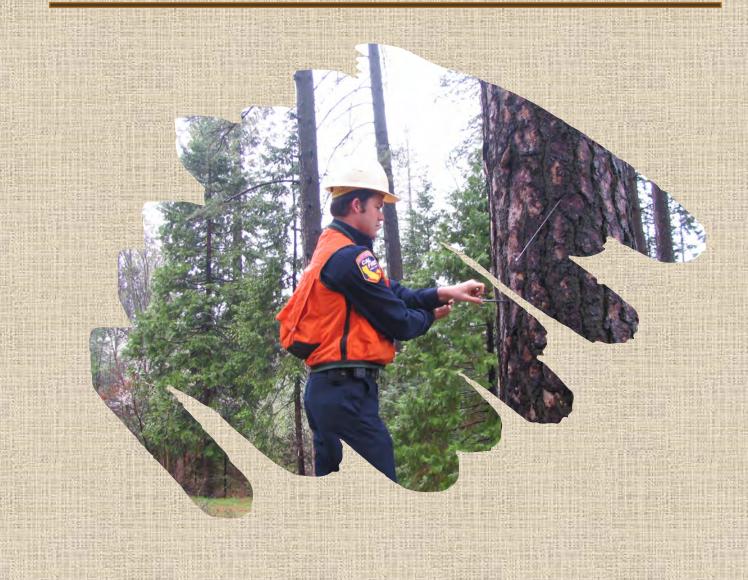
Schem Code	Class Code	Class	
BZ05	1085	Forestry Technician	
BY95	1086	Forestry Assistant I	
BY85	1093	Forestry Assistant II	

#### **Definition of Series**

The Forestry Technician/Assistant series describes positions throughout the State planned for training and developing individuals to perform in a variety of professional/technical assignments in resource management in State forests, nurseries, ranger units/districts, and in Regional and Sacramento headquarters assignments. The class series provides incumbents avenues for advancement into the Forester series. Advancement through the series to Forester I can be accomplished in approximately seven years, although actual time frames will vary among individuals based on their varying levels of education, work experience, and motivation. Since the number of positions are limited, change of location may be necessary to advance through the class series. Individuals desiring to advance to the Forester series and eventually obtain Registered Professional Forester (RPF) licenses required for appointment to Forester II positions, will need to pursue positions which provide varied and broad experience, as well as supplemental forestry course work if they do not have a forestry degree. The State Board of Forestry will accept only a minimal portion of actual fire suppression experience toward the experience requirement for the RPF license.

Typical assignments include forest practice; service forestry; State land surveys; chaparral management; nursery operations; insect control; range improvement; and ranger unit/district prefire planning, inspection, and program administration. Incumbents are considered part of the Department's emergency response team and will perform fire suppression, prevention, and/or inspection duties during fire season and, infrequently, on other occasions. Individuals entering the series at any level must complete a basic Forest Fire Fighter Training Course prior to working in emergency assignments.

## FORESTRY TECHNICIAN



# FORESTRY TECHNICIAN HIRING

- First testing classification in the Forester career path
- Positions are permanent and are typically used on Fuels Reduction Crews
  - ✓ Duties include running chippers/chainsaws/other light equipment, felling trees, and assisting with prescribed fire projects
- Applications are accepted periodically throughout the year (Three to four times a year based on hiring needs)
- Hiring usually occurs throughout the year based on needs
- Six months of experience in resource management (such as fuels reduction work) and equivalent to completion of the 12<sup>th</sup> grade is one of the minimum qualification patterns
- Hiring process is completed by each Unit based on criteria they have developed



# TWO-STEP PROCESS

## STEP 1: TAKE AN EXAMINATION

- Search and apply for open examinations that evaluate your education, experience, abilities and knowledge.
- Prepare for the examination The examination bulletin indicates the types of testing methods used. Individuals should review the knowledge, skills, and abilities section to prepare for the examination.
- Obtain list eligibility Successful examination candidates are placed on an eligibility list. Candidates should refer to their examination results for specific list eligibility expiration dates. Eligibility lists are divided into ranks by score. Candidates in the top three ranks are immediately eligible for appointment.

#### STEP 2: APPLY FOR JOB VACANCIES

- Search and apply for current vacancies in the classification to which the candidate has established eligibility. Candidates should read the vacancy information carefully as requirements for submitting applications may vary.
- Ranking/Interview The hiring interview is conducted after establishing list eligibility.
   Departments have discretion to interview anyone in the top three ranks. A candidate's ranking may change as hires are made; names are often added to and deleted from the eligibility lists.
- Job offer Determine conditions of employment.
   Probationary period can be six months to one year depending on the classification.



# **GETTING STARTED**

- In the web bar of your Internet browser type in: <u>https://www.jobs.ca.gov/CalHRPublic/Login.aspx</u>
- Benefits of a CalCareer Account
  - ✓ Receive contact letters for job opportunities electronically
  - ✓ Set up notifications for new job opportunities using Saved Searches
  - ✓ Upload and store resume
  - ✓ Easily view eligibility status
  - ✓ Save and submit multiple applications electronically

# SELECT CREATE ACCOUNT

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Getting a job with the State of California is now simpler than ever. Start by creating a CalCareer account. With an account, you can take state civil service examinations, store different versions of your application, apply for vacancies at 150 departments, track your application status and save your resume all in one place.	Forgot User I.D./Password
<ul> <li>Benefits of a CalCareer Account</li> <li>Receive contact letters for job opportunities electronically</li> <li>Set up notifications for new job opportunities using Saved Searches</li> <li>Upload and store your resume</li> <li>Easily view your eligibility status</li> <li>Save and submit multiple applications electronically</li> <li>And much more</li> </ul>	

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View Privacy Statement

## TIPS

#### **SEEKING A STATE JOB? START HERE!** USER ID:

FIRE SINCE 1865

0-80

PASSWORD:

#### STEP BY STEP TO SETTING YOUR CALCAREERS ACCOUNT

- 1. VISIT HTTPS://JOBS.CA.GOV/ https://jobs.ca.gov/
- 2. CLICK ON "CREATE ACCOUNT/ LOG IN" ON HOMEPAGE

#### 3. CLICK ON "CREATE ACCOUNT"



- 4. CREATE USER ID AND PASSWORD (USE LINES ABOVE TO WRITE DOWN USER ID AND PASSWORD FOR USE AT LATER TIME), ENTER EMAIL ADDRESS, FIRST/MI/ LAST NAME. SELECT "CREATE ACCOUNT."
- 5. FINISH TYPING IN PERSONAL INFORMATION (ADDRESS, CITY, STATE, ZIP) AND SAVE CONTACT INFORMATION.





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6. HELPFUL SIDE BAR TABS JOB APPLICATIONS - SEE THE STATUS OF

- EXAM/ASSESSMENT RECORDS - SEE EXAM RESULTS AND WHEN EXAM RESULTS EXPIRE SAVED SEARCHES (EMAIL ALERTS) - SIGN UP TO BE NOTIFIED WHEN JOBS ARE POSTED FOR A CLASSIFICATION YOU'RE
- INTERESTED IN APPLICATION TEMPLATE (STD678) - CREATE SINGLE APPLICATION - UPLOAD JOB AND EDUCATION HISTORY, CERTIFICATIONS - APPLY FOR JOBS ONLINE



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Additional Reports

FOLLOW CALFIRE CAREERS ON FACEBOOK, INSTAGRAM AND TWITTER FOR CURRENT JOB VACANCIES AND EXAMINATION OPPORTUNITIES!



## SEARCH

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The State of California offers a wide variety of careers and jobs, ranging from accounting to zoology. The services our employees provide are truly essential to the people of California. In public service, you will spend every day doing work that is vital to your state and your community.

The State of California offers its employees generous benefits that include retirement and savings plans, health and dental insurance, and access to long-term disability and long-term care insurance. You will also earn vacation and sick leave, and may be able to create a flexible schedule that fits the demands of your life.

We want to help you build a career from the ground up. The state provides on-the-job training and professional development, and many positions do not require previous experience or a degree. Advancement opportunities are open to you, and you maintain your benefits if you switch jobs or state departments.

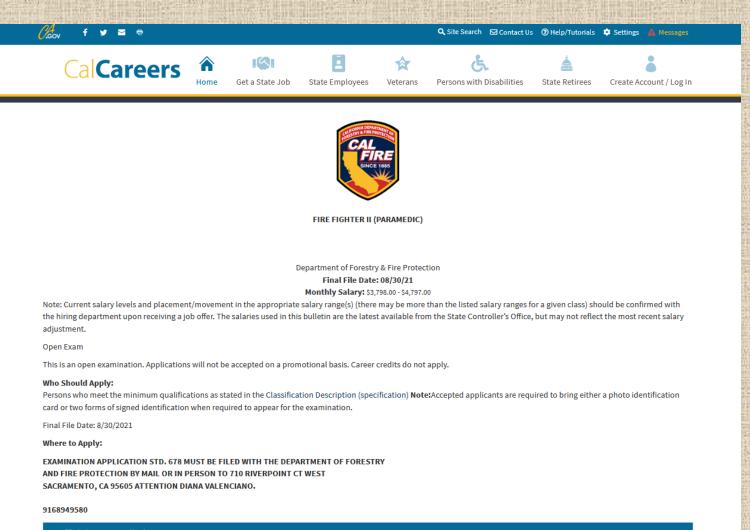
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# **CURRENT EXAMINATIONS**

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Exam Code: Exam Base:	1FS24 Open	Department: Publish Date:	Department of Forestry 8/2/2021	y & Fire Protection Final Filing Date:	8/30/2021	Q Vie	ew Exam Posting

# **EXAMINATION BULLETIN**



#### Official Exam Bulletin

CLICK HERE TO VIEW THE COMPLETE EXAM BULLETIN

 FIRE FIGHTER II (PARAMEDIC) 1FS24

 DEPARTMENT(S):
 Department of Forestry & Fire Protection

 OPENING DATE:
 August 2, 2021

 FINAL FILING DATE:
 August 30, 2021

 EXAM TYPE:
 OPEN

 SALARY:
 \$3,893.00 - \$4,917.00

 LOCATIONS:
 Statewide

#### **EQUAL EMPLOYMENT & DRUG FREE STATEMENTS**

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.

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.

#### SALARY INFORMATION

This classification is eligible for the following pay:

\$3,893.00 - \$4,917.00 Base Salary (paid every month) \$2,010.00 - \$2,2631.00 Extended Duty Week Compensation (paid every 4 weeks)

\$250.00 - \$6,000.00 Paramedic Bonus (paid every November; amount based on months worked)

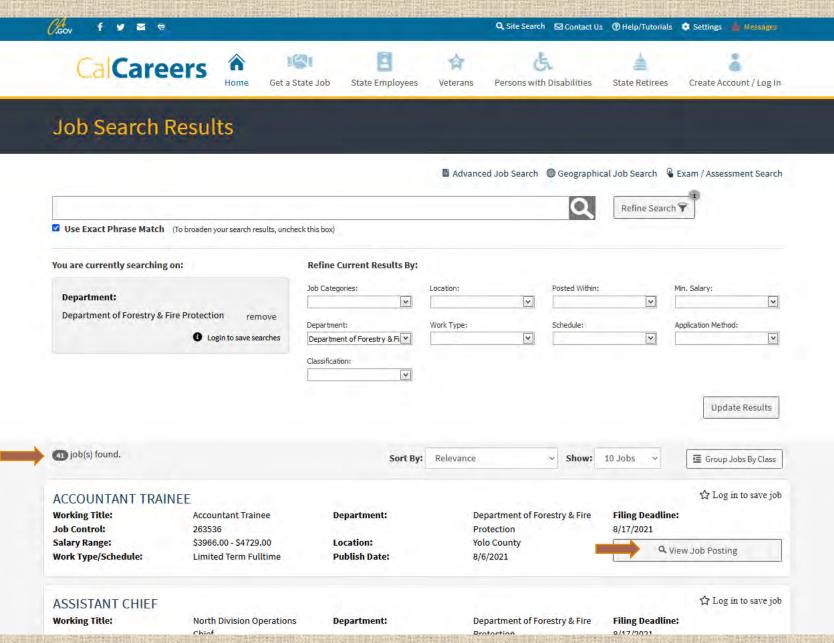
In addition to the above pay items, employees are eligible for medical benefits (health, dental, vision) and may be eligible for other pay differentials.

EXAM BULLETIN – FIRE FIGHTER II (PARAMEDIC) EXAM CODE – 1FS24 FINAL FILING DATE 8/30/2021

# JOB SEARCH

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## **CURRENT JOBS**



## **JOB POSTING**





Application Methods: Electronic (Using your CalCareer Account) By Mail Drop-off

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#### Job Description and Duties

This position requires incumbent to maintain consistent and regular attendance and adhere to department policies and procedures regarding attendance and use of leave. incumbent is expected to communicate effectively (orally and in writing) in dealing with internal and external stakeholders.

We are currently unable to accept drop-off applications.

Please Note: Due to postal service delays, electronic submission of application is recommended.

Please see the Duty Statement link, found in the Additional Documents section, for more information. You will find additional information about the job in the Duty Statement.

JC-263536 - Accountant Trainee ACCOUNTANT TRAINEE

\$3,966.00 - \$4,729.00 per Month

Final Filing Date: 8/17/2021

#### Working Conditions

This position is located in West Sacramento

Minimum	Requirements	
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#### Additional Documents

You will find the Minimum Requirements in the Class Specification. ACCOUNTANT TRAINEE

Department Information

 Job Application Package Checklist Duty Statement

#### Position Details

Job Code #: Position #(s): Working Title: Classification:	JC-283536 541-040-4179-004 Accountant Trainee ACCOUNTANT TRAINEE 53,966.00 - 54,723.00 A	The California Department of Forestry and Fire Protection (CAL FIRE) is California's fire department and resource management agency. The organization is comprised of nearity 6,000 permanent and seasonal employees. The mission of the Department is to serve and safeguard the people and protect the property and resources of California.
# of Positions: Work Location: Job Type:	1 Yolo County 12 Month Limited Term - Full Time	When you join CAL FIRE, you join a family of employees that function as a team. You will build trust and thendehip with your co-workers, as together you respond to emergencies and challenging situations. CAL FIRE provides employees with a variety of career choices and opportunities. CAL FIRE offers well-paying careers and opportunities for advancement. We hope that you will consider a rewarding and challenging career with CAL FIRE!

#### Special Requirements

All job applicants must provide their employment history on the application form (State Application STD 678) rather than attaching a resume to the form, otherwise the application may be considered incomplete.

- Do NOT include ANY confidential information on any documents you submit for a job vacancy, such as your State application, resume, or educational transcripts. Confidential Information that should be excluded or removed from these documents includes, but is not limited to, your Social Security Number (SSN), birthdate, student identification number, driver's license number (unless required), basis of eligibility examination results, LEAP status, marital status, and age. Confidential information on the first page of applications submitted electronically online, such as Easy ID number, SSN, examination related information, and driver's license number will automatically be redacted upon submission
- Possession of Minimum Qualifications will be verified prior to interview and/or appointment. If you are meeting Minimum Qualifications with education, you must include your unofficial transcripts/diploma for verification. Official transcripts may be required upon appointment. If it is determined a candidate does not meet the Minimum Qualifications. the candidate will be withheld from the eligibility list, rendering them inactive and ineligible to be hired for the position. Candidates who have been withheld may file an appeal with the State Personnel Board.

The minimum qualifications can be found in the Accountant Trainee classification specifications.





Returning Veterans; Enlisting their skills for CAL FIRE Services.

and Find Services

The California Department of Forestry and Fire Protection (CAL FIRE)

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## RETURNING VETERANS: ENLISTING THEIR SKILLS FOR CAL FIRE SERVICE (R.V.E.T.S.)

- The Department's grassroots effort to assist veterans, service members, and their families into transition and service with the Department
- R.V.E.T.S. Hotline (916.327.3985) established to assist individuals in navigating the State's civil services system
- Some highlights of the program:
  - Advocating with control agencies and influencers on benefits
  - Explore Governor's initiatives to recognize military service in State of California employment
  - Identify policy gaps and work with programs on issues impacting the military community
  - Provide training on service members rights and responsibilities
  - Attend job events at military installations and other venues



## SUBJECT MATTER EXPERTS

WINDY C. BOULDIN R.V.E.T.S. Coordinator | CAL FIRE windy.bouldin@fire.ca.gov 916.206.5900 cell

SERENA ORTEGA Deputy Director, Equal Employment Opportunity | CAL FIRE serena.ortega@fire.ca.gov 916.206.0878 cell

TRISHA ADDISON Assistant Deputy Director, Human Resources | CAL FIRE trisha.addison@fire.ca.gov 916.533.3851 cell

CURTIS BROWN Assistant Region Chief, Southern Region | CAL FIRE curtis.brown@fire.ca.gov 916.661.8808 cell

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## CONTACTS

- R.V.E.T.S. Hotline: 916.327.3985 or visit the website at https://www.fire.ca.gov/programs/rvets/
- Fire Fighter I Hiring Hotline: 951.901.5060
- Fire Fighter II Hiring Hotline: 951.901.5051
- Fire Apparatus Engineer/Fire Captain Hiring Hotline: 707.576.2963
- Forestry Aide/Defensible Space Inspector Hiring Hotline: 951.901.5066
- General Examination Information: 916.894.9580 or <u>CALFIREexams@fire.ca.gov</u>
- Office of the State Fire Marshal State Fire Training webpage: <u>https://osfm.fire.ca.gov/divisions/state-fire-training/</u>
- Office of the State Fire Marshal State Fire Training Contact Information Listing: <u>https://osfm.fire.ca.gov/media/1153/sftcontactus.pdf</u>
- Limited Examination Appointment Program Examination Information: <u>https://www.calhr.ca.gov/state-hr-professionals/Pages/limited-examination-appointment-program.aspx</u>
- Veterans' Preference:
  - https://jobs.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx



# THANK YOU!

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