

# VIRTUAL CAREER WORKSHOPS

FOR THE CALIFORNIA NATIONAL GUARD CREWS



## THE CAL FIRE MISSION

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.



# THE R.V.E.T.S. MISSION

R.V.E.T.S. is CAL FIRE's grassroots effort to assist veterans, service members, and their families with integration and transition into service with the Department.

# ABOUT US

# 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>http://www.fire.ca.gov/careers/</u>



# FIRE FIGHTING

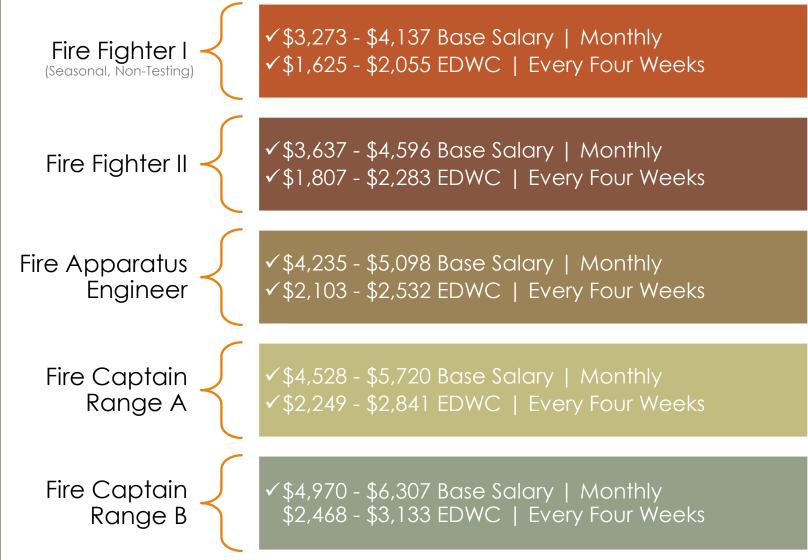
According to the Department's Equal Employment Opportunity program, approximately 85% of the Department's staffing is comprised of uniformed personnel in the primary fire suppression classifications provided below:

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

# CAREER PATHS

## FIRE SUPPRESSION

- 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



EDWC = Extended Duty Week Compensation

## 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





#### ob Posting: Fire Fighter



JC-218264 - Fire Fighter I FIRE FIGHTER I \$3,273.00 - \$4,137.00 per Month Final Filing Date: 11/30/2020



#### 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 shorely, are, M&eed, Fulaesi, and back pump, clears traits, cub bruch; satists in building, grounds, and equipment maintenance and repair; inspects, cleans and repairs fire hose and equipment, sharpens fire tools, points equipment and buildings and performs semiliable or laboring contruction work, perform general station houseleaging and itsher 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

Puruant to California Penal Code 4571, any individual interested in seeking employment that requires working with immates 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/prior grounds.

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

#### PREA INFORMATION

Position 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 coarse of employment to verify the standards of the Code of Federal Regulations Part 16 Priors Rape Elimination Act National Standards are met.

### Minimum Requirements

You will find the Minimum Requirements in the Class Specification.

### Additional Documents Job Application Package Checklist

FIRE FIGHTER I

Position Details

#### Department Information

Job Code #: JC-218264 Position #(s): 542-000-1083-00X Working Title: Fire Fighter I Classification: Fire FightER I \$3,273.00-54.137.00 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 0,000 permanent and seasonal employees. The mission of the Department is to serve and safeguard the people and protect the property and resources of California.

# FIRE FIGHTER I

FILING PERIOD: NOVEMBER 1 - NOVEMBER 30, 2021

# 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

- 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>.

## REQUIRED but may be obtained after appointment.

# TRAINING (Cont'd.)

- 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

## REQUIRED but may be obtained after appointment.

# ACCEPTABLE TRAINING DOCUMENTS

#### 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 <u>Fige</u>, 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 Mat 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

- 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

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

## **CATEGORY 0** The applicant has returnee rights to a CAL FIRE Unit

### CATEGORY 1

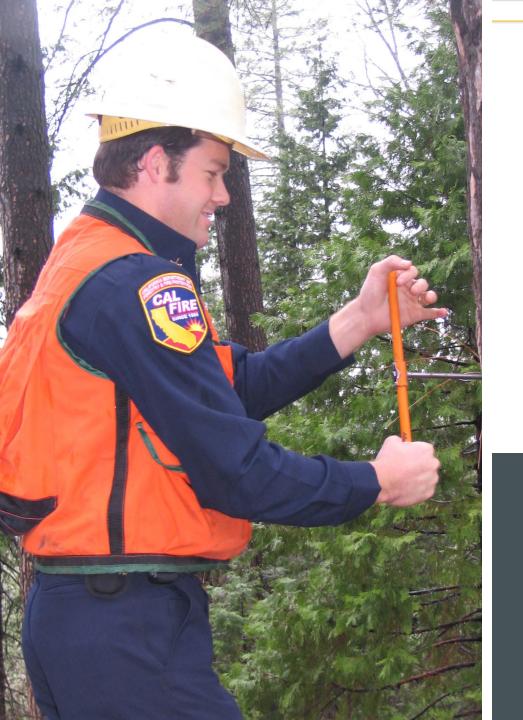
The applicant is considered "fully trained" and has provided an acceptable document showing completion of <u>ALL</u> of the required trainings <u>AND</u> either: 1) Public Safety First Aid, 2) EMT, or 3) Paramedic

### CATEGORY 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 3**

The applicant has not provided acceptable documentation



### 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 12th grade is one of the minimum qualification patterns
- Hiring process is completed by each Unit based on criteria they have developed

# TWO-STEP PROCESS

## 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.

## VETERAN PREFERENCE

### **Promotional Examinations:**

In evaluating minimum qualifications, related military experience shall be considered State civil service experience in a class deemed comparable by CalHR, based on the duties and responsibilities assigned.

- Veterans Preference Any veteran, widow, or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list.
- Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference.
- To apply for Veterans' Preference, a legible copy of the Certificate of Release or Discharge from Active Duty (DD 214) and a Veterans' Preference Application (CalHR 1093) must be submitted to CalHR's Examination Unit at 1515 S Street, Sacramento, California 95811, regardless of which department is administering the examination.

# CAL CAREER ACCOUNT

# **GETTING STARTED** Benefits of a CalCareer Acccount In the web bar of your Internet browser type in: https://www.jobs.ca.gov/ CalHRPublic/Login.aspx



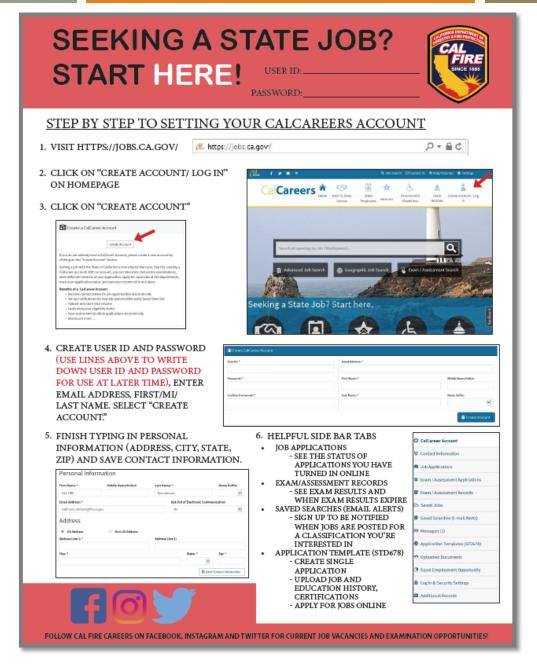
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Getting a job with the State of California is now simpler than ever. Start by creating a CalCareer account. With an account, you can take state civil service examinations, store different versions of your application, apply for vacancies at 150 departments, 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>	

## COMPLETE ALL FIELDS

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## ADDITIONAL TIPS



# KEY DOCUMENTS

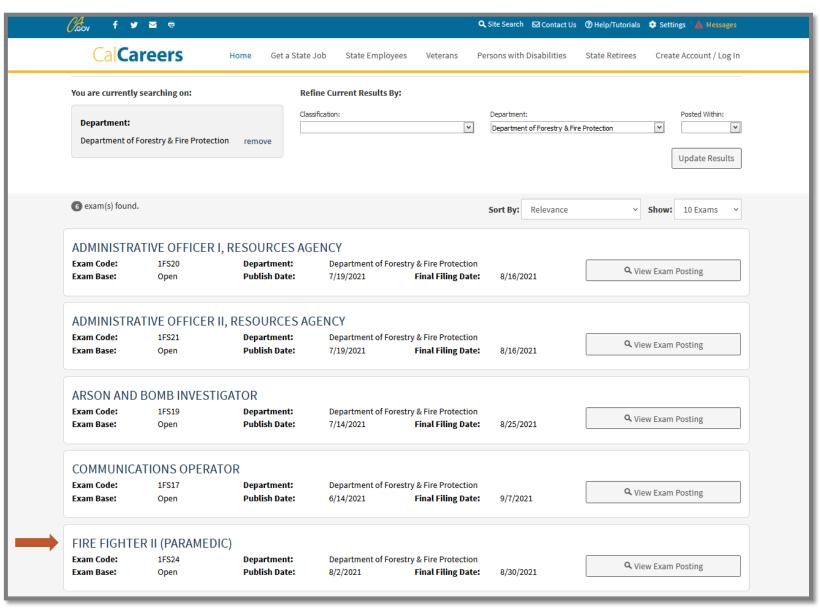
## VETERANS LANDING PAGE

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Please note: In response to increases in COVID-19 cases, California Depa testing must provide evidence of vaccination.	tment of Human Resources (CalHR) is implementing COVID-19 testing of all unvaccinal	ted state employees working on site as an additional health and safety standard to protect the state w	vrkforce and the public it serves. Any employee seeking exemption	from COVID-19
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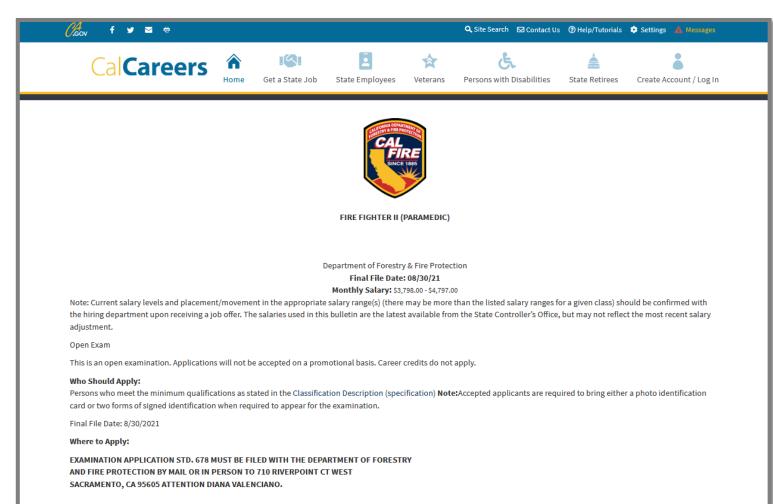
## EXAM/ASSESSMENT SEARCH

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## CURRENT EXAMINATIONS



## **EXAMINATION BULLETIN**



9168949580

#### Official Exam Bulletin

CLICK HERE TO VIEW THE COMPLETE EXAM BULLETIN



#### **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

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ACCOUNTANT TRAINEE Working Title: Accountant Trainee Job Control: 263536 Salary Range: \$3966.00 - \$4729.00 Work Type/Schedule: Limited Term Fulltime	Department: Location: Publish Date:	Department of Forestry & Fire Protection Yolo County 8/6/2021	☆ Log in to save job Filing Deadline: 8/17/2021 Q View Job Posting
ASSISTANT CHIEF Working Title: North Division Operation	s <b>Department:</b>	Department of Forestry & Fire Protection	☆ Log in to save job Filing Deadline:

# JOB POSTING

Job Posting	g: Accountant Trainee					
	Department of Forestr JC-263538 - Accountant Trainee ACCOUNTANT TRAINEE 55,966.00 - \$4,723.00 per Month Final Filing Date: 8/17/2021	ry & Fire Protection	Apply Now Application Methods: Electronic (Using your CalCareer Account) By Mail Drop-off			
Job Descriptior	n and Duties					
This position requires i incumbent is expected t	incumbent to maintain consistent and regular attendan o communicate effectively (oraily and in writing) in dea	ce and adhere to department policies and pi aling with internal and external stakeholders.	rocedures regarding attendance and use of leave.			
VVe are currently unai	ble to accept drop-off applications.					
Please Note: Due to pr	ostal service delays, electronic submission of applicati	ion is recommended.				
	atement link, found in the Additional Documents secti information about the job in the Duty Statement.	ion, for more information.				
Working Condit	tions					
This position is located	in West Sacramento					
Minimum Requ	irements	Additional Documents				
You will find the Minimu • ACCOUNTANT TR	um Requirements in the Class Specification. AINEE	<ul> <li>Job Application Package Che</li> <li>Duty Statement</li> </ul>	ecklist			
Position Details	ŝ	Department Information	on			
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Special Require	ements					
application may be of 1. Do <u>NOT</u> include <u>ANY</u> of Information that should in number, driver's license applications submitted e submission. 2. Possession of Minimum unofficial transcripts/bij	ust provide their employment history on the application considered incomplete. antidential information on any documents you submit to be excluded or removed from these documents include number (unless required), basis of eligibility examin electronically online, such as Easy ID number, SSN, e in Qualifications will be verified prior to interview and/or ploat for verification. Official transcripts may be requi- ploated from the calcibility lith interview and pro-	or a job vacancy, such as your State applicat se, but is not limited to, your Social Security tation results, LEAP status, marital status, a xamination related information, and driver's r appointment. If you are meeting Minimum of ired upon appointment. If it is determined a c	tion, resume with the standard stranscripts. Confidential Number (SSN), birthdate, student identification and age. Confidential information on the first page of license number will automatically be redacted upon Qualifications with education, you must include your 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.						

# R.V.E.T.S. PROGRAM



## R.V.E.T.S. Hotline (916.327.3985)

Established to assist individuals in navigating the State's civil service system and directing them to Departmental resources

- 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



# QUESTIONS AND ANSWERS

# SUBJECT MATTER EXPERTS

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

### TRISHA ADDISON

Assistant Deputy Director, Human Resources | CAL FIRE <u>trisha.addison@fire.ca.gov</u> 916.533.3851 cell

### **REBECCA VATALARO**

Assistant Manager, Southern Region | CAL FIRE Management Services <u>rebecca.vatalaro@fire.ca.gov</u> 559.289.1838 cell

### **KELLY MANDELL**

Manager, Northern Region Management Services | CAL FIRE <u>kelly.mandell@fire.ca.gov</u> 707.477.2856 cell

### KERRY BRADFORD

Assistant Manager, Northern Region Management Services | CAL FIRE <u>kerry.bradford@fire.ca.gov</u> 707.483.8265 cell

### DAMON T. GODDEN

Deputy Chief, Crew Program Sacramento Headquarters | CAL FIRE damon.godden@fire.ca.gov 209.781.6849 cell

### LAWRENCE TROXLER III

Manager, Recruitment and Workforce and Succession Management Unit | CAL FIRE <u>lawrence.troxler@fire.ca.gov</u> 916.894.9585 cell

### SERENA ORTEGA

Deputy Director, Equal Employment Opportunity | CAL FIRE <u>serena.ortega@fire.ca.gov</u> 916.206.0878 cell

### **CURTIS BROWN**

Assistant Region Chief, Southern Region | CAL FIRE <u>curtis.brown@fire.ca.gov</u> 916.661.8808 cell

### ANDREW HENNING

Assistant Deputy Director, OSFM | CAL FIRE <u>https://osfm.fire.ca.gov/media/1153/sftcontactus.pdf</u>

RICK CARR Staff Chief, Southern Region | CAL FIRE <u>rick.carr@fire.ca.gov</u> 909.531.1945 cell

# OTHER RESOURCES

# 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: <u>https://jobs.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx</u>



THANK YOU!

Sign up for the <u>CAL FIRE Careers Email</u> <u>Distribution List</u> to be notified of upcoming examinations and vacancies!

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