



Rancho Adobe Fire District

2018 Assessment Center

Captain

The Rancho Adobe Fire District will be conducting an assessment center to establish a list for the position of Captain.

Minimum Qualifications:

Time in Grade	Three years as a Paid Engineer or agency qualified apparatus operator with a Fire District or Fire Department in California	
<p style="text-align: center;">Education</p>	<ul style="list-style-type: none"> • Fire Fighter 1 and 2 (CSFM) • EMT • ICS 200 / 300 • Company Officer Certification <li style="text-align: center;">Or • Fire Officer Certification (old) • S 230 / 231 Crew • Valid CDL Class B with appropriate endorsements or Class C with FF endorsement. (*1) • Driver Operator 1A / 1B or Agency Qualified driver Operator (*2) 	<p>Title: Company Officer Certification As of December 31, 2016,</p> <p>Educational Requirements: The following courses are required:</p> <ul style="list-style-type: none"> • Company Officer 2A: HR Management • Company Officer 2B: General Administrative Functions • Company Officer 2C: Fire Inspections and Investigation • Company Officer 2D: All-Risk Command Operations • Company Officer 2E: Wildland Incident Operations • Instructor I: Instructional Methodology

(*1) Candidate with FF Class C must obtain CDL Class B with appropriate endorsements within six (6) months of Hire Date

(*2) Candidates must be able to successfully complete the RAFD Engineer training prior to end of probation.

Selection Process:

A Three stage process will be utilized to establish a list. The list will be active for a period of 1 year with Fire Chief's discretion to extend an additional one year.

Stage 1:

Applicant will submit a Portfolio type document containing the following information:

- Self-Introduction
- Educational Background
- Project or Task management History (to be confirmed during background)
- Supervisory History
- Community Involvement
- Statement of " Why I would be a good fit as a Captain for Rancho Adobe FPD"

This will be scored for content, presentation, spelling and grammar.

* Content will be confirmed during background process with appropriate supervisors / coworkers to confirm accuracy.

Stage#2

Candidates will be able to successfully complete the Rancho Adobe Fire Protection District Physical Agility Assessment. (Pass / Fail).

This agility consist of a two station assessment. Station #1 is a 24 ft. ladder removal, carry and raise. Station #2 is timed and consists of stacking 2 ½" hose rolls, 35 Ft ladder climb, hose bundle carry upstairs, and hoisting 2 ½" hose roll.

Appropriate safety equipment will be supplied.

Stage #3

Assessment Center

Date and Location of Assessment: TBD- Will be scheduled with applicants

The Assessment Center will cover the following areas in order to provide evaluation of skills needed as a company officer.

1. ICS / resource management
2. Issue Management
3. Time Management
3. Presentation / Public speaking
4. Oral Board Interview
5. Writing Skills

There will be a Pre-Assessment meeting with the candidates to provide needed information and to discuss assignment and to clarify any question. Date to be determined.

Information for Preparation may be found in the following references:

- RAFD Policies and Procedures
- RAFD Employee Hand Book
- IFSTA Company Officer
- IFSTA Essentials of Firefighting
- Command 1A
- Command 1C
- Company Officer 2A, 2B, 2C, 2D, 2E
- Instructor 1
- FOG Manuals
- Engine books and IPads located in the cab of apparatus
- Training Program Documentation
- IAFF FFBOR class

Application

Applications shall consist of the following documentation and shall be considered incomplete if missing any item.

1. Letter of Interest
2. Required educational class certificates / documentation (place in order of the Educational Requirements table on page 2)
3. Portfolio (as described on Page 1 - Stage 1)

Application Deadline

Application shall be submitted to Rancho Adobe Fire District Station #2 Office by November 30th, 2018 - 1700 hours.

For any questions regarding process or application you may contact:

Battalion chief Herb Wandel

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Email – Hwandel@RAFD.org

Cell- (707) 591- 1937