



CITY OF WEST PALM BEACH FIRE RESCUE DEPARTMENT

FIREFIGHTER RECRUITMENT

PLEASE READ

Prior to submitting your application online, please read all attached documentation.

The West Palm Beach Fire Rescue Department is an Equal Opportunity Employer.

Applicants with a disability who require an accommodation within the application/interview process should direct a request in advance to the Department of Human Resources
561.494.1000.

The following is a list of items that are required to be uploaded and submitted along with an online City of West Palm Beach employment application. Copies of certifications and licenses must be valid at application closing date. Correctly completing the application is an important test in the application process. Any applications not containing all information at the time of closing will be viewed as an incomplete application and will not be considered for employment.

- City of West Palm Beach online employment application.
- City of West Palm Beach Firefighter Supplemental Application Part 2.
- Tobacco Affidavit (Notarized).
- Firefighter as approved by the Florida Bureau of Fire Standards or enrollment letter in school and have obtained State of Florida Certification by October 18, 2019.
- CPR Healthcare Provider Card.
- Florida Emergency Medical Technician (EMT) or enrollment letter in school and have obtained State of Florida Certification by October 18, 2019.
- CPAT (IAFF/IAFC National Standard) or Broward County Wide Ability test within six (6) months of application closing date. (Valid March 21, 2019 – September 21, 2019)
- ACLS Card (If Applicable/Paramedic Only).
- Florida Paramedic (If Applicable).
- High School Diploma from an institution recognized by the Florida Department of Education, or GED.
- Valid State of Florida Driver's License. Valid driver's license from any state (equivalent to a State of Florida Class E) may be utilized upon application; with the ability to obtain the State of Florida driver's license on hire date.
- Emergency Vehicles Operator Course (EVOC).
- IS-100.B Introduction to Incident Command System, IS-200.B ICS for Single Resources and Initial Action Incidents, IS-700.A National Incident Management System (NIMS) An Introduction and IS-800.B National Response Framework, An Introduction are required.
Link to online training <https://training.fema.gov/is/crslist.aspx>
- If applicable, attach documentation of eligibility for Veteran's preference (Form DD-214).

◆ Only attach requested documents. Additional licenses, certifications, education and resumes will be requested later on in the hiring process.

PLEASE NOTE

For your current status or for more detailed information on the status of your application check your iRecruitment Account on www.wpb.org.

APPLICATION PROCESS

Failure to complete any of the required steps listed below will disqualify your application. The selection process also consists of an evaluation of training, education and a review of records.

Employment Application – Completed Online.

Screening of Applications – Ensures each candidate meets minimum posted requirements.

Written Examination – Based on the Essentials of Firefighting, 6th Edition and Emergency Care and Transportation of the Sick and Injured, American Academy of Orthopedic Surgeons, 11th Edition.

Date: Thursday, October 24, 2019
Time: 10:00 am
Location: Mary V. McDonald-Wilson Center
Gaines Park Community Center
1505 N. Australian Avenue
West Palm Beach, FL 33401

Structured Oral Interviews – Notification of date and time will be emailed to you.

Practical Scenario/Physical Agility Examination -

Date: Monday, December 9, 2019
Time: To be announced
Location: Palm Beach State College
4200 Congress Avenue
Lake Worth, FL 33461

Conditional Offer of Employee – Notification will be provided of the date to come sign the conditional offer letter.

Background Investigation – The City uses a third-party company to conduct the background investigations.

Psychological Evaluation – Notification of appointment date and time will be emailed to you.

Post Offer Physical, Drug & Alcohol Screening – Notification of date and time will be emailed to you.

Final Offer of Employment – Notification will be provided of the date to come sign the Employment offer letter.

Firefighter Orientation – Notification of orientation date and time will be emailed to you.

2012 FLORIDA STATUTES
Fire Prevention and Control
Chapter 633

633.34 Firefighters: Qualifications for Employment

Any person applying for employment as a firefighter must:

1. Be a high school graduate or the equivalent, as the term may be determined by the division, and at least 18 years of age.
2. Neither have been convicted of a felony nor of a misdemeanor directly related to the position of employment sought, nor have pled nolo contendere to any charge of a felony. If an applicant has been convicted of a felony, such applicant must be in compliance with s.112.011(2)(b). If an applicant has been convicted of a misdemeanor directly related to the position of employment sought, such applicant shall be excluded from employment for a period of 4 years after expiration of sentence. If the sentence is suspended or adjudication is withheld in a felony charge or in a misdemeanor directly related to the position or employment sought and a period of probation is imposed, the applicant must have been released from probation.
3. Submit a fingerprint card to the division with a current processing fee. The fingerprint card will be forwarded to the Department of Law Enforcement and/or the Federal Bureau of Investigation.
4. Have a good moral character as determined by investigation under procedure established by the division.
5. Be in good physical condition as determined by a medical examination given by a physician, surgeon, or physician assistant licensed to practice in the state pursuant to chapter 458, an osteopathic physician, surgeon, or physician assistant licensed to practice in the state pursuant to chapter 459; or an advanced registered nurse practitioner licensed to practice in the state pursuant to chapter 464. Such examination may include, but need not be limited to, provisions of the National Fire Protection Association Standard 1582. A medical examination evidencing good physical condition shall be submitted to the division, on a form as provided by rule, before an individual is eligible for admission into a firefighter training program as defined in s.633.35.
6. Be a nonuser of tobacco or tobacco products for at least one (1) year immediately preceding application, as evidenced by the sworn affidavit of the applicant.

Note: Also includes the minimum requirements listed in the Job Description attached.

FIREFIGHTER

SUMMARY:

Under close supervision, performs fire suppression and fire prevention duties to protect life and property; provides emergency rescue and basic medical treatment as required; utilizes various tools and power equipment in rescue operations; maintains department equipment, vehicles and facilities; and performs other related duties as assigned.

ESSENTIAL FUNCTIONS: *(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.)*

DUTIES AND RESPONSIBILITIES: *(which are not in any hierarchical order)*

1. Responds to fire alarms with assigned company; lays and connects hose; maintains Suppression and Rescue apparatus; holds nozzles and directs water streams; raises and climbs ladders; assists in freeing victims from situations in which they are physically trapped; performs surface water rescue of victims; utilizes and maintains self-contained breathing apparatus (SCBA).
2. Operates all types of firefighting and rescue equipment such as portable fire extinguishers, power tools such as chain saws, hand tools and related equipment such as smoke ejectors, forcible entry tools, pike poles and axes.
3. Administers first aid; assists paramedics at medical emergencies; applies techniques for the control of bleeding; utilizes immobilization techniques to stabilize patient; performs cardiopulmonary resuscitation.
4. Participates in fire and life safety inspection activities and other fire prevention and public education activities as assigned. Maintains appropriate records and files.
5. Attends training sessions that include firefighting techniques, emergency medical care, and the proper use of all equipment and related tools.
6. Performs various duties in the maintenance of station facilities and auxiliary equipment. Washes, dries, polishes, and cleans fire department apparatus and equipment.
7. Inspects fire equipment to ensure proper operation.
8. Acts as driver of emergency vehicles, as needed.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

- Knowledge of principles, practices and procedures of modern firefighting.
- Knowledge of Florida Fire Prevention Code and Florida Building Code.
- Knowledge of fire and EMS apparatus, equipment, tools, devices, facilities and the proper use and maintenance.
- Knowledge of principles and practices of emergency medical procedures such as advanced first aid, CPR and other medical assistance techniques.
- Knowledge of decontamination procedures.
- Skill in basic firefighting techniques.
- Skill in operating and maintaining voice radio equipment.
- Skill in selecting and applying appropriate emergency treatment and using specialized equipment and apparatus.
- Skill in analyzing fire and emergency situations and providing an effective course of action.
- Skill in effectively dealing with people under stress.
- Skill in effective interpersonal communication and in dealing with the public.
- Skill in operating standard office equipment including computers, smart phones and other hardware and software.

FIREFIGHTER

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:

Work is performed in potentially hostile and/or unsafe work environments. Tasks involve the intermittent performance of extremely physically demanding work, typically involving some combination of standing, reaching, lifting arms above shoulder level, bending, stooping, kneeling, crouching, running, climbing, working at heights, sitting, talking, hearing, and that may involve the lifting, carrying, pushing, pulling ceilings, starting power equipment, and opening doors on the apparatus., and/or pulling of extremely heavy objects (150+ pounds), such as in the event of rescuing or transporting a victim/patient in the performance of a rescue operation or removing or pulling hose in training or on an emergency scene. When performing fire services and/or rescue operations, tasks are performed with potential for intermittent exposure to occupational health hazards including, but not limited to, fire, extreme temperatures, wetness, humidity, dryness, inclement weather, loud noise, toxic/chemical agents, electrical currents, pathogens, fumes, gases, odors, erratic or unpredictable human behavior, weapons, and explosives. Tasks include working around moving parts, vehicles, equipment, carts, and materials handling, where extremely heightened awareness to surroundings and environment is essential in the preservation of life and property. Personal protective equipment applies in the preservation of life and property, as does special equipment including, but not limited to, various types of containment suits, self-contained breathing apparatus equipment (SCBA), powered air purifying respirators (PAPR) and safety gear.

All employees hired after October 1, 1998 shall comply with Florida Statute 112 regarding tobacco products and during their term of employment shall remain tobacco free. The City of West Palm Beach promotes and maintains a drug/alcohol free work environment through the use of mandatory pre-employment and random drug testing for certain employees.

MINIMUM QUALIFICATIONS:

High school diploma from an institution recognized by the Florida Department of Education, or GED. Must possess and maintain State of Florida Certification for Firefighter and Emergency Medical Technician (EMT), or Paramedic. Must possess and maintain valid Cardio-pulmonary Resuscitation (CPR) card at the Health Care Provider level. Must have successfully completed the CPAT (Candidate Physical Ability Test) or Broward County Wide Ability Test within six (6) months of application closing date. Must have documentation attesting the successful completion of an Emergency Vehicle Operator Course (EVOC), or reasonable equivalent, as approved by the Florida Department of Health, Bureau of Emergency Medical Services. IS-100.B Introduction to Incident Command System, IS-200.B ICS for Single Resources and Initial Action Incidents, IS-700.A National Incident Management System (NIMS) An Introduction and IS-800.B National Response Framework, An Introduction are required.

All required certifications listed above and any other certifications, which may be required by the State of Florida or the City of West Palm Beach, must be maintained throughout term of employment to retain this classification.

Have not lost any driving privileges by reason of revocation, suspension or denial of license, or have been convicted and/or had an adjudication withheld of three or more moving violations or have had one DUI (Driving Under the Influence) in any preceding twenty-four (24) month period. License suspensions of two weeks or less or suspensions based only on non-moving violations that have been cleared will not automatically result in revocation of driving privileges. Employees with more than one DUI (conviction or adjudication withheld) in Florida or any other state within the past ten (10) years shall not be approved to drive any City vehicle. Refusal to submit to a sobriety test will be considered a DUI.

A current and valid driver's license from any state (equivalent to a State of Florida Class E) may be utilized upon application; with the ability to obtain the State of Florida driver's license within thirty (30) days from date of employment.