

# City of Grass Valley

EST.



1853

Is currently accepting applications for

## **FIREFIGHTER & LATERAL FIREFIGHTER**

### **About the area:**

The Cities of Grass Valley and Nevada City are settled in the foothills of California approximately 50 miles north of Sacramento. The Grass Valley Fire Department provides fire service to both Nevada City and the City of Grass Valley from three fully staffed fire stations. Both of the cities are popular day trip tourist destinations and boast beautiful historic gold rush downtowns that include shopping, dining, and special events year-round. The City of Grass Valley is a growing community and currently has multiple large residential and commercial developments in progress, with additional developments planned on recently annexed lands. The area offers both the attractive well preserved historic gold rush ambience mixed with new modern development.



### Employment Opportunity

#### **Firefighter (Full Time)**

Annual Base Pay \$59,995 to \$73,000  
incentive opportunities up to 11%



### **Grass Valley Fire Department**

125 EAST MAIN ST, GRASS VALLEY, CA

95945 (530) 274-4380

[WWW.CITYOFGRASSVALLEY.COM](http://WWW.CITYOFGRASSVALLEY.COM)

## Application Period:

The acceptance of applications will be open **Friday September 23<sup>rd</sup>, 2022, thru Friday, October 7<sup>th</sup>, 2022.** Applications and the job description can be downloaded from [www.cityofgrassvalley.com](http://www.cityofgrassvalley.com)

Applications are only available at the City of Grass Valley website: [www.cityofgrassvalley.com](http://www.cityofgrassvalley.com)

## Application Filing:

All applicants are to submit the required documents as indicated on this job announcement by one of the following:

1. **Scan and Email to:** [hr@cityofgrassvalley.com](mailto:hr@cityofgrassvalley.com)  
-or-
2. **Online at:** <https://www.cityofgrassvalley.com/pod/online-job-application>  
-or-
3. **Hand delivery to:** City of Grass Valley, 125 E. Main St. Grass Valley CA, 95945

All documents must be received by the final filing date listed above. All applicants must clearly demonstrate that they meet the minimum qualifications provided on the job announcement. Resumes may not be substituted for the official application. Late applications WILL NOT be accepted. Depending on the number of applications received, an Application Evaluation Board may be convened to evaluate and select the best-qualified candidates for invitation to the next phase of the examination.



## Minimum Qualifications:

### Entry Level Firefighter

- Must have valid and current Cal-JAC CPAT card.
- Valid, unrestricted California Driver's License with the ability to obtain a California Driver's License endorsement for operation of fire apparatus, or a California Commercial Driver's License (after appointment).
- Must be at least 18 years of age on the date of application.
- High school diploma or equivalent.
- Valid CSFM Firefighter I certificate, or equivalent, obtained through an Accredited California State Fire Marshal Firefighter Academy.
- Valid and current CPR certification.
- Valid California Emergency Medical Technician certification at time of job offer.
- Ability to pass a comprehensive background investigation, pre-placement medical screening, including a drug screen.
- Review Job Description for additional information at [www.cityofgrassvalley.com](http://www.cityofgrassvalley.com)

## Lateral Entry Firefighter

- Valid unrestricted California Driver's License with a California Driver's License endorsement for operation of fire apparatus, or a California Commercial Driver's License (at time of job offer).
- At least 18 years of age on the date of application.
- High school diploma or equivalent.
- Valid CSFM Firefighter I certificate, or equivalent, obtained through an Accredited California State Fire Marshall Firefighter Academy.
- 3 years' full-time experience in an organized, all risk fire agency. Cumulative seasonal employment, or combination thereof equaling 3 years shall qualify.
- Valid and current CPR certification.
- Valid California Emergency Medical Technician certification at time of job offer.
- Ability to pass a comprehensive background investigation, pre-placement medical screening, including a drug screen.
- Review Job Description for additional information at [www.cityofgrassvalley.com](http://www.cityofgrassvalley.com)



## **Filing Information:**

All candidates shall submit the following required documentation during the application period utilizing the approved submittal options detailed in the application filing process above. Incomplete submissions will be rejected:

### **Entry Level Firefighter Applicants:**

- Signed, completed employment application,
- Current resume (1),
- Valid California Emergency Medical Technician Certification.
- Valid and current CPR Certification.
- Current (within 30 days) DMV driving record.
- Valid CSFM Firefighter I certificate, or equivalent, obtained through an Accredited California State Fire Marshall Firefighter Academy.
- A valid and current Physical Ability Test (CPAT) Card.

### **Lateral Entry Firefighter Applicants:**

- Signed, completed employment application,
- Current resume (1),
- Valid California Emergency Medical Technician Certification.
- Valid and current CPR Certification.
- Current (within 30 days) DMV driving record.
- Valid CSFM Firefighter I certificate, or equivalent, obtained through an Accredited California State Fire Marshall Firefighter Academy.
- Verification of 3 years' full-time experience.

## Testing Process:

- **APPLICATION REVIEW**
- **ONLINE EXAMINATION (ENTRY LEVEL POSITIONS ONLY):** Selected candidates will be invited to take the online Firefighter Test which will evaluate whether you possess the critical and job-related skills and abilities necessary for success on the job. Qualified applicants will be given instructions on the process and next steps to follow to take the online Firefighter test on the scheduled test date. Every qualified applicant will be given a specific test link ahead of the test day with instructions on how to access the online test. For the test day, applicants will need to ensure that they have a laptop or desktop computer (Windows, Mac, or Linux) and must use one of the following browsers (Chrome, Safari, Edge, or Firefox) to take the online test.
  - In preparation for the recruitment process for the **Entry-Level Firefighter** position, you may order an optional practice guide. Applicants may order the “**Online Firefighter Test Candidate Orientation Guide**” by clicking the following link: <https://www.fpsi.com/product/online-test-guide/>. The **Online Firefighter Test Candidate Orientation Guide** is a helpful tool to prepare for the exam and can be downloaded as a PDF file and saved or printed. Please read through the disclaimer on the order page to access the file and have a successful download. Payments will be submitted through PayPal via an account, or you may checkout as a PayPal guest with a credit/debit card. Once payment is submitted, PayPal automatically redirects you back to the FPSI site where access to the download link will be located on the *Checkout Status* page. It is important to pay close attention to ALL instructions on both the FPSI and PayPal websites to access the instant download successfully!
- **ORAL INTERVIEW: Date to be determined**

## EMPLOYEE BENEFITS:

The City of Grass Valley Fire Department offers a wide range of competitive benefit options to meet the needs of our diverse workforce and their families. These benefits include but are not limited to:

### Health & Welfare Benefits:

Medical Insurance

Vision Insurance

Supplemental Life Insurance

Dental Insurance

Basic Life Insurance

Employee Assistance Program

### Financial Future:

Short-term Disability Insurance

Long-term Disability Insurance

Deferred Compensation Plan

Cal PERS Retirement

### Work/Life Balance:

Vacation Accrual

Sick Leave Accrual

Employee Assistance Program

This information is intended to provide a general summary of benefits available to employees, is subject to change, and is not binding. Eligibility is determined by the Grass Valley Fire Department and offerings may vary by Memoranda of Understanding (MOU) or Employment Agreement between the City of Grass Valley and the employee.

Visit [www.cityofgrassvalley.com](http://www.cityofgrassvalley.com) for the position description and further information regarding the position, salary, and benefits.

*The City of Grass Valley is an Equal Opportunity Employer. The City is committed to providing a work environment free from discrimination, harassment, and retaliation.*