



CITY OF PRESCOTT
ANNOUNCEMENT OF PROMOTIONAL OPPORTUNITY
IN HOUSE

FIRE ENGINEER

Step Pay Plan Plus Benefits

FLSA Status: Non exempt – eligible for overtime

Qualifications, Training & Experience: Completion of probation as full-time Prescott Firefighter, completed 1.5 years with the Prescott Fire Department and has completed both the Acting Engineer section and Promotional section of the Prescott Fire Department Engineer Position Task Book.

To Apply: Must have completed Prescott Fire Department's Engineer Position Task Book by the promotional application due date. Applications must be in the form of a resume and must be turned in to the Human Resources Office, 216 South Marina, Suite 309, no later than **1600 hrs. Wednesday October 14, 2009. No exceptions.**

Selection Process:

Practical Test: Wednesday & Thursday October 21 & 22, 2009

Practical test will include a Driving Test, Vehicle Check Exercise, and a Pump Test. Candidates who successfully complete the practical test will be invited to the Oral Board.

Oral Board Examination: Monday & Tuesday October 26 & 27, 2009

Candidates who successfully complete the testing process will be placed on a Promotional List. The Promotional List will be good for six (6) months as per City of Prescott Policy. The Fire Chief does have the authority to extend the list for up to one year. Candidates will be notified if this is the case.

For additional information contact Division Chief McElwee at 777-1711.

Deadline: Resumes must be received by 5:00 PM October 14, 2009.

City of Prescott, Human Resources, 201 S. Cortez St., Prescott AZ 86303
(928) 777-1347, (928) 777-1315 Fax: (928) 777-1213

Email: personnel@cityofprescott.net **Website:** www.cityofprescott.net

EEO/M/F/V/H/D/NSE Posted: September 1, 2009

Darrell Willis _____
Emergency Services Director

Jolaine Jackson _____
Human Resources Director

PRESCOTT FIRE DEPARTMENT
Engineer Promotional Test

2009 Orientation

Monday September 14, 2009

Final Questions/Concerns
Prescott Fire Training Center
09:00 a.m.

Wednesday October 14, 2009

Application due
Complete resume only; no application
required.
Submit your application by 1600 hrs. to:
City of Prescott
Human Resource Office
216 S Marina
Suite 309

Resume should include:

- Title of position applying for on front page of resume.
- All current and past experience related to Engineer position.
- All current and past projects and programs you have been involved in while on the Prescott Fire Department.
- All educational achievements.
- Other information the selection committee should know that might help you as a candidate.

To apply, candidates must have completed the Prescott Fire Departments Engineer Position Task Book and been signed off by their supervisor, Battalion Chief and Training Division Chief by 1600 hrs. October 14, 2009.

Friday October 16, 2009

Testing Schedule will be out to all
candidates.

Wednesday & Thursday October 21-22, 2009

Driving and Pump Test **55%**

Driving Test **20%**

- Any violations such as rolling stops, right turns on a red light, when posted or speeding will be an automatic failure.
- Safety violations or unsafe acts such as not wearing a seat belt while vehicle is in motion or no backer when backing up will be an automatic failure.
- Failure to pick up chock blocks prior to moving vehicle will result in a 5 point deduction on score.

Vehicle Check **10%**

A Daily Vehicle Check will be part of the driving test with 30 minutes to complete the Daily Vehicle Check. If you fail to complete the Vehicle Check within the time frame it will result in a 10 point deduction in your driving score. **Follow the guidelines for a Daily Vehicle Check found in the Policy and Procedure Manual Tab 941.1.**

Pump Test **25%**

Each candidate will be given one pumping problem which will take place on an engine or truck in a stationary position. The candidate will be required to establish a water source, pump requested lines at proper pressures, and properly solve some additional problems that will be given to the candidate. Scoring will be based on the proper procedures used to establish the water supply, setting up proper lines, pumping proper pressures, and the ability to remain calm while properly solving given problems.

Monday & Tuesday October 26-27, 2009

Oral Boards

45%

Oral Board questions may include subjects such as;

- The Essential Functions, Tasks, Knowledge, Skills, and other Characteristics of the Engineer. This information can be found in the **Policy and Procedure Manual Tab 300 –5 “305 Fire Engineer”**
- “The Prescott Way”, Prescott Fire Department Policy and Procedure Manual, IFSTA 1st Edition “Pumping Apparatus Driver/Operator Handbook, Prescott Fire Department Training Manual.
- Programs and projects involved in and career goals and objectives.

A failure on any part of the Engineer's exam will disqualify the candidate from participating in the Oral Boards and being placed on the promotional list.

If there is a failure, the candidate will be re-tested on the failed event as soon as possible so that they may continue to *act* as an Engineer. Testing will be conducted by their Battalion Chief.