

Monterey County Regional Fire District

Volunteer Firefighter, Entry Level, Hiring Process Information

Thank you for your interest in employment with the Monterey County Regional Fire District. This information packet will give you some general knowledge of the District, information about the position and an outline of the hiring process.

The District.

The Monterey County Regional Fire District encompasses the unincorporated area surrounding the City of Salinas, up the Salinas Valley to the City of Gonzales, and the Highway 68 corridor. The total area is approximately 240 square miles with a population of about thirty thousand residents. The District operates three fully equipped fire stations 24 hours a day. Personnel include the Fire Chief, 2 Division Chiefs, the Deputy Fire Marshal, an Administrative Officer, an Administrative Assistant, a part-time administrative office employee, 30 full time firefighters, 30 volunteer firefighters, 9 fire explorers, an Administrative Assistant and 2 part time administrative office employees. The District responds to approximately 1,400 calls per year, which include structure fires, wildland fires, emergency medical calls, hazardous material incidents, and vehicle accidents.

The Position: Volunteer Firefighter, Entry Level.

This is an entry level position into the Monterey County Regional Fire District. A Volunteer Firefighter, Entry Level, under the supervision of training personnel, learns and applies skills necessary for performing the typical duties of a Volunteer Firefighter. A Volunteer Firefighter, upon completing a prescribed level of training, responds to fires and other emergencies and, under supervision, utilizes skills and experience to the best of their ability to protect life, property, and the environment.

Typical Duties.

- Learn to identify, safely operate and maintain all firefighting equipment and tools carried on District apparatus.
- Learn to identify, safely operate and maintain all medical equipment used by the District.
- Train on and learn methods, techniques and procedures utilized by the district to handle fire and other emergencies.
- Become familiar with District policies, procedures and standard operating procedures.
- Perform work relative to the District as assigned or required.

Minimum Requirements.

- Minimum age of 18 on or before the Written Examination date.
- Posses a valid California Class C driver license.
- Reside within 30 minutes of a District station.
- Provide proof of US citizenship or, if an alien, provide proof of lawful admission for permanent residence or authorization for such permanent work by the Immigration and Naturalization Service.
- Be willing to work under adverse or dangerous conditions.
- Possess a high school diploma or a general education diploma.

All Minimum requirements must be met by the time the eligibility list is certified by the Fire Chief.

Ability Requirements.

- Pass the District entry level testing process.
- Pass the District provided medical examination.
- Pass a screening for illegal drug use.
- Pass the District personal background check.
- Be insurable by the District insurance carrier.
- Attend and pass the District Firefighter Academy.
- Learn and follow rules, regulations, policies, and procedures of the District.
- Obtain minimum medical training requirements.
- Meet minimum acceptable performance levels.
- Learn to identify, safely operate, and maintain equipment utilized by the District.

Applicant orientation will be held on

TBD

Orientation attendance is mandatory to continue in the process.

Written examination: Date and Location - TBD

Physical Ability Test: <http://www.cffjac.org/go/jac/cpat/>

Oral Interviews: Date and Location - TBD

Study materials and the hiring process schedule will be distributed during the orientation. This is also an opportunity to ask questions and learn about the responsibilities and expectations of a Monterey County Regional Volunteer Firefighter.

Applications will be collected at the orientation.

**Monterey County Regional Fire District
Volunteer Hiring Process
General Information**

The following information is to give you, the applicant, a brief description of each step in the Volunteer Firefighter, hiring process. Additional information will be provided as the applicant progresses through the process. The process consists of the following:

- **Orientation.**
- **The Volunteer Firefighter Test**
 - **Written Examination.**
 - **Physical Agility Test.**
 - **Oral Interview.**
- **Illegal Drug Use Screening Test.**
- **Personal Background Check.**
- **Medical Physical Examination.**
- **Firefighter Academy.**

Orientation.

The orientation meeting gives the applicant an opportunity to receive an overview of the District and obtain information regarding the responsibilities and expectations of a Salinas Rural Volunteer Firefighter.

The Volunteer Firefighter Test consists of three events: The Written Examination, the Physical Agility Test and the Oral Interview. The following offers a brief description of each event.

Written Examination.

The written examination has a total of 100 items and is designed for candidates with no previous fire service related experience or education. All materials needed for taking the examination will be provided. The examination may cover all or some of the following subjects:

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| Understanding oral information. | Understanding written material. |
| Maps, diagrams, and mechanical drawings. | Mathematics. |
| Getting along in a community living situation. | Analytical reasoning. |

Candidate Physical Agility Test (PAT)

The Candidate Physical Ability Test, administered by CFFJAC, measures the capabilities of firefighting recruits along eight job-specific areas. Please see <http://www.cffjac.org/go/jac/cpat/>

Oral Interview.

Candidates passing the Written Exam and CPAT will participate in an Oral Interview. Candidates will be asked to respond to a series of questions and scored according to their reply. The Oral Board will consist of three to four members. Candidates must receive a final minimum score of 70% in the Oral Interview to continue in the Hiring Process.

Eligibility List.

Upon passing the Written Examination, the Oral Interview and successfully completing the PAT within the maximum time, the candidate will be placed on the Eligibility List. Candidates will be placed on the Eligibility List according to their final score. The final score is determined by an average of the written examination score and the oral interview score.

Pre-employment Drug Screening

Candidates offered and accepting employment shall be required to complete the pre-employment drug screening within 24 hours. The candidate must go to the Drug Screening Provider selected by the District.

Personal Background Check.

After passing the Pre-employment drug screening, the candidate will undergo a personal background check. This check may involve reports from law enforcement agencies, Department of Motor Vehicles, past and present employers, personal references, etc.

Medical Physical Examination.

Upon favorable results from the Personal Background Check, the candidate will receive a medical physical examination from a physician designated by the District.

Firefighter Academy.

Upon completing and receiving clearance from the Medical Physical Examination, the candidate will begin training as a Volunteer Firefighter.

Questions or further information call (831)-455-1828 or contact Michael Roberts at [*mroberts@mcrfd.org*](mailto:mroberts@mcrfd.org)