



OLYMPIC VALLEY FIRE DEPARTMENT

Employment Opportunity **SEASONAL Firefighter EMT Basic/Paramedic**

THE DEPARTMENT

Olympic Valley Fire Department is part of the Olympic Valley Public Service District. The Department works a "48 on, 96 off" schedule and has 13 full-time suppression employees, with minimum staffing of four. In January of 2005, Olympic Valley Fire Department moved into a new, \$4.25 million station. The Department responds to about 600 calls for service annually. Olympic Valley Fire Department has a modern fleet – two Type 1 engines, two Type 3 engines, a Type 3 rescue, a Type 1 water tender/pumper, a utility vehicle, an off-road UTV rescue/patient transport, and a command vehicle.

Olympic Valley Fire Department is an 'all-risk' agency, providing water rescue, low and high angle rescue, fire suppression, fire prevention, and emergency medical services under an 'ALS Engine Company' (non-transport) format. We enjoy excellent support from our community and maintain that standing by providing exceptional customer service on each call.

THE AREA

Internationally recognized as the site of the VIII Olympic Winter Games, Palisades Tahoe is one of the premier ski resorts in the United States and offers outstanding recreational opportunities year-round. Located five miles northwest of Lake Tahoe, Olympic Valley offers a central location to many recreational activities.

THE JOB

Under the supervision of a Duty Officer, Seasonal Firefighters assist the other shift members in performing daily tasks and maintenance, fire prevention activities, and responding to emergency calls.

- The wage range is \$21-\$27 per hour. The District offers 24 hours of sick leave to seasonal employees.
- Seasonal Firefighters will be assigned to 48-hour shifts working on average 56 hours a week for four months. Time worked in addition to these hours will be compensated. The seasonal program is operational during the following periods, Mid-December to Mid-April and Mid-June to Mid-October.

QUALIFICATIONS

Olympic Valley Fire Department is seeking highly motivated, qualified, and enthusiastic individuals for this position. Olympic Valley Fire Department has an outstanding training and continuing education program and has a history of promotion from within. Olympic Valley is an excellent environment in which to work and play.

Equal Opportunity Employer: Olympic Valley Fire Department has a strong track record of workplace diversity and encourages qualified women and minority firefighter candidates to apply.

Education and Experience: California State Fire Marshal Firefighter 1 certification or documented completion of a fire academy program meeting the CSFM or NFFPA Firefighter II standard. Possession of a valid California EMT- B/P license or National Registry EMT- B/P, Sierra Sacramento Valley EMSA accreditation within 60 days of hire. Must be at least 18 years of age.

Knowledge and Abilities: Knowledge of essential firefighting methods and techniques; basic operation and mechanics of firefighting equipment; use of emergency medical and rescue equipment and personal protective equipment. Ability to use and apply firefighting techniques in specific situations; think and act calmly and capably in emergencies; follow oral and written directions; maintain physical strength and agility; perform emergency medical services as an EMT-B/P and work cooperatively with the fire department and District staff.

Physical Capabilities: Candidates shall be capable of performing physical requirements as identified in the Olympic Valley Fire Department physical job description. Candidates are required to submit a copy of a current CFFJAC CPAT card with their application.

Licenses and Certificates: Candidates must possess a valid Driver's License. Current EMT Basic or Paramedic certification with the requirement to maintain. Current American Heart Association CPR certification with the requirement to maintain.

Background Check: Candidates will be required to give Olympic Valley Public Service District permission to conduct a background check, including employment history, criminal and civil filings. Adverse findings may be cause for withdrawal of an offer of employment or termination.

THE PROCESS

Candidates selected from the pool of qualified applicants will be invited to a written examination and oral interview. Top candidates may be invited to interview with the Fire Chief and General Manager.

Applications will be accepted at the Olympic Valley Public Service District office either in person or by mail until 5:00 pm PDT on May 5, 2023. Applicants selected for the hiring process will be notified of the date(s) and time of the written test and interview - tentatively scheduled for the week of May 15, 2023.

Applicants must complete an Olympic Valley Public Service District job application. This document is available online at the Olympic Valley Fire Department website: <https://www.ovpsd.org/ovfd/employment> Note that an original, signed application **must be submitted by mail or in person** – it cannot be submitted online.

The District office is located at 305 Olympic Valley Road, Olympic Valley, California.

The mailing address is:
Olympic Valley Public Service District
Post Office Box 2026
Olympic Valley, CA 96146-2026

An Equal Opportunity Employer. OVFD's hiring practices provide equal opportunity for employment without regard to race, religion, color, sex, gender, national origin, age, United States military veteran's status, ancestry, sexual orientation, marital status, family structure, medical condition, including genetic characteristics or information, veteran status, or mental or physical disability so long as the essential functions of the job can be performed with or without reasonable accommodation, or any other protected category under federal, state, or local law.

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT

Application for Employment

Olympic Valley Public Service District is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws. This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, and training. OVPSD makes hiring decisions based solely on qualifications, merit, and business needs at the time.

PLEASE PRINT

Position (s) applied for: _____

Application date: _____

How did you learn about us?

Employment Agency

Relative

Friend

Advertisement in _____

Other

Last Name: _____ **First Name:** _____ **Middle Name:** _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone Numbers: _____ E-Mail: _____ @ _____

The best time to contact you at home is: _____ : _____ AM PM

If you are under 18 years of age, can you provide the required proof of your eligibility to work? Yes No

Have you ever filed a job application with us before? Yes No

If yes, give the date: _____

Have you ever been employed with the District before? Yes No

If yes, give the date: _____

Do any of your friends or relatives, other than your spouse, work here? Yes No

Are you currently employed? Yes No

May we contact your current employer? Yes No

Contact Name: _____ Telephone Number: _____

Date you'll be available for work: _____ Desired salary range: _____

Are you available to work: Full-time
 Part-time
 Temporary/Seasonal (indicate dates available: _____ - _____)

Are you currently on layoff status and subject to recall? Yes No

Can you travel if a job requires it? Yes No

EMPLOYMENT EXPERIENCE

Start with your present or most recent job. Include any job-related military service assignments and volunteer activities. You may exclude any organizations which indicate race, color, religion, gender, national origin, disabilities or any other protected status.

1.	Employer:		Work Performed:	
	Address:			
	Telephone:			
	Job Title:	Supervisor:	Dates of Employment:	
	Reason for Leaving:			

2.	Employer:		Work Performed:	
	Address:			
	Telephone:			
	Job Title:	Supervisor:	Dates of Employment:	
	Reason for Leaving:			

3.	Employer:		Work Performed:	
	Address:			
	Telephone:			
	Job Title:	Supervisor:	Dates of Employment:	
	Reason for Leaving:			

4.	Employer:		Work Performed:	
	Address:			
	Telephone:			
	Job Title:	Supervisor:	Dates of Employment:	
	Reason for Leaving:			

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age, disability or other protected status.

Miscellaneous

Do you have a valid California Driver's License?

Yes No

License Number: _____

Expiration Date: _____

Has your driver's license ever been revoked or suspended?

Yes No

If so, what were the circumstances? _____

Can you provide proof of insurance for your personal vehicle? Yes No

If not, provide details: _____

You will be required to successfully complete a physical examination and drug screening (at the District's expense) prior to starting work. Please review the job duties of the position for which you are applying, a copy of which is attached or has been provided to you.

Are you able to perform all of the duties of the job for which you are applying? Yes No

If not, what duties do you believe you are unable to perform? _____

Of those duties you believe you are unable to perform, what can be done to accommodate your limitations?

(Applicants requesting accommodation must provide medical documentation verifying the need for such accommodation)

References:

Please list persons willing to provide professional and/or character references:

Name: _____ Occupation: _____ Years Known: _____

Relationship: _____ Telephone: _____

Name: _____ Occupation: _____ Years Known: _____

Relationship: _____ Telephone: _____

Name: _____ Occupation: _____ Years Known: _____

Relationship: _____ Telephone: _____

I certify that all statements and information in this application are true and complete to the best of my knowledge. I understand that any falsification or omission may result in refusal to extend an offer of employment or dismissal should I become employed by the District. I authorize Olympic Valley Public Service District to check the references that I have provided herein. I further understand that I will be required to authorize a background and consumer credit check in the event an offer of employment is made to me by Olympic Valley Public Service District.

Applicant Signature: _____ Date: _____

Supplemental Materials



Mandatory:

Provide a copy of your driver's license

Provide a copy of your CFFJAC CPAT card of completion

Provide a copy of your California EMT card or Paramedic license

If you are a paramedic accredited to practice within the Sierra-Sacramento Valley EMS Authority region, provide a copy of your S-SV card

California State Fire Marshal Firefighter 1 certificate or diploma/certificate of completion for an accredited fire academy.

Optional:

Resume and/or cover letter

APPLICANT INFORMATION (Please Print) The Human Resource Connection.

Account Number: 101-104819

Applicant Name: (First Middle Last)	Current Address: (street address)
Other Name(s) Used: (like Maiden)	City: State: Zip:
Gender: * <input type="checkbox"/> Male <input type="checkbox"/> Female	Former Address: (1)
Social Security Number:*	City: State: Zip:
Driver's License Number.: State:	Former Address: (2)
Date of Birth: * Place of Birth: (City, State, Country)	City: State: Zip:

* This information will be used for purposes of background screening only and will not be used in making any employment decisions.

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

Employer ("the Company") may obtain information about you from a consumer reporting agency for employment purposes. Thus, you may be the subject of a "consumer report" and/or an "investigative consumer report" which may include information about your character, general reputation, personal characteristics, and/or mode of living, and which can involve personal interviews with sources such as your neighbors, friends, or associates, including motor vehicle record (or "driving record") checks, workers compensation records, credit bureau files, employment references, personal references, social networking (i.e. Facebook, Twitter), drug screening, any educational and licensing institution or military branch and to receive any criminal record information pertaining to you which may be in the files of any federal, state or local criminal justice agency in any state. Credit reports will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying. These reports may be obtained at any time after receipt of your signed authorization and, if you are hired, throughout your employment. An "investigative consumer report" includes information from personal interviews, except in California where that term means any consumer report. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report and to request a copy of your report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants for employment is an investigation into your education and/or employment history conducted by InfoMart, 1582 Terrell Mill Road, Marietta, GA 30067, 800-800-3774 www.infomart-usa.com or another outside organization. The scope of this disclosure and authorization is all-encompassing, however, allowing Employer to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are hired, throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

New York and Maine applicants or employees only: You have the right to inspect and receive a copy of any investigative consumer report requested by Employer by contacting the consumer reporting agency identified directly above. You may also contact the Company to request the name, address and telephone number of the nearest unit of the consumer reporting agency designated to handle inquiries, which Employer shall provide within 5 days.
New York applicants or employees only: Upon request, you will be informed whether or not a consumer report was requested by Employer, and if such report was requested, informed of the name and address of the consumer reporting agency that furnished the report.
Oregon applicants or employees only: Information describing your rights under federal and Oregon law regarding consumer identity theft protection, the storage and disposal of your credit information, and remedies available should you suspect or find that Employer has not maintained secured records is available to you upon request.
Washington State applicants or employees only: Under the Washington Fair Credit Reporting Act, you have the right to ask InfoMart for a written summary of your rights. If you submit a request to Employer in writing, you have the right to get from Employer a complete and accurate disclosure of the nature and scope of the investigative consumer report Employer ordered, if any. If Employer obtains information bearing on your credit worthiness, credit standing or credit capacity, it will be used to evaluate whether you would present an unacceptable risk of theft or other dishonest behavior in the job for which you are being considered.
Minnesota and Oklahoma applicants or employees only: Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company. <input type="checkbox"/>

APPLICANT:

Signature: _____

Date: ____ / ____ / ____

Print Name: _____



**Fax BOTH pages to:
(770) 984-8997**

Applicant Name: (First Middle Last)

Account Number: 101-104819

ACKNOWLEDGMENT AND AUTHORIZATION

I acknowledge receipt of the **DISCLOSURE REGARDING BACKGROUND INVESTIGATION** and **A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT** and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" at any time after receipt of this Acknowledgement and Authorization and, if I am hired, throughout my employment. I understand that, except in California, InfoMart, 1582 Terrell Mill Road, Marietta, GA 30067 800.800.3774 www.infomart-usa.com, and its agents, and/or another outside organization acting on behalf of Employer, and/or Employer itself may rely on this authorization to order additional consumer reports, including investigative consumer reports, from time to time during my employment, as deemed necessary for employment purposes and as allowed by law. I also authorize the following agencies and entities to disclose to InfoMart and its agents, and/or another outside organization acting on behalf of Employer, and/or Employer itself, all information about or concerning me, including, but not limited to: my past or present employers; learning institutions, including colleges and universities; law enforcement and all other federal, state and local agencies; federal, state and local courts; the military; credit bureaus; insurance companies; testing facilities; motor vehicle records agencies; all other private and public sector repositories of information; and any other person, organization, or agency with any information about or concerning me. The information that can be disclosed includes, but is not limited to, information concerning my employment history, earnings history, education, credit history, motor vehicle history, criminal history, military service, drug testing results, and professional credentials and licenses. I agree that a facsimile ("fax") or photographic copy of this Acknowledgement and Authorization shall be as valid as the original.

New York applicants or employees only: By signing below, you also acknowledge receipt of Article 23-A of the New York Correction Law.

California applicants or employees only: By signing below, you also acknowledge receipt of the **NOTICE REGARDING BACKGROUND INVESTIGATION AND CREDIT CHECKS PURSUANT TO CALIFORNIA LAW**. Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report if one is obtained by the Company at no charge whenever you have a right to receive such a copy under California law.

APPLICANT:

Signature: _____

Date: ____ / ____ / ____

Print Name: _____



**Fax BOTH pages to:
(770) 984-8997**

OLYMPIC VALLEY FIRE DEPARTMENT

PHYSICAL JOB DESCRIPTION

JOB TITLE: Firefighter, Fire Engineer, Fire Captain

12 to 48 hour shifts, average 1 hour for emergency calls, changes in elevation, known and unknown atmosphere. 8 – 12 hour work day: 90% time wide variety: housekeeping, vehicle and equipment maintenance, training, paperwork, inspections, indoor exercise, public education.

Occasional: performed 0 – 33% of the time

Frequent: performed 34 – 66% of the time

Constant: performed 67 – 100% of the time

Weight	Approx. Frequency		
LIFTING			
Overhead:	4 man lift of a person on a backboard, hoist ladder, breathing apparatus, Hurst cutter (41 lbs)	25 – 50 lbs	O
Waist Level:	Hurst tool spreader, chain saw, 35' ladder, hose pack, ventilation fan, Hurst power unit, Honda light, hose line	25 – 75 lbs.	O
Floor level:	Furniture, Hurst tool spreader, portable pump, large diameter hose, Stokes litter with patient	100+ lbs	O
PUSHING			
	Shoveling, forcible entry, vehicle extrication, moving vehicles, Sweeping, moving furniture, moving toolbox, placing equipment	up to 100 lbs	O
PULLING			
	Hose (1" to 5") dry or charged with water, moving injured person Hurst tool power unit, generator, pulling rope in rescue situations	up to 250 lbs	O
CARRYING			
Bilateral:	Breathing apparatus and air cylinder, 2-4 man carry of patient on back board/litter, rolls of hose, tools	25 – 100 lbs	O
Unilateral:	Medical box, chain saw, ladder, chain saw, hose roll	15 – 65 lbs	O
REACHING:			
Low:	Moving patient on to backboard, moving equipment, placing chock, filing, cleaning apparatus and living quarters		O
Level:	Removing equipment from compartments, preparing meals, cleaning		F
High:	Removing/replacing hose from hose bed, removing ladders		O
WALKING			
	In station, at emergencies, level and uneven ground, hard and soft surface		C
RUNNING			
	As part of training, at emergency scene	Duration 20-30min	O
CRAWLING			
	Confined space operations, mechanical work, searching for victims, inspections		O
BENDING			
	Office work, CPR, picking up equipment, mechanical work, house work, inspections		F
STOOPING			
	Housekeeping, firefighting, mechanical work, retrieving equipment, patient handling		F
SQUATTING			
	Retrieving equipment, firefighting, patient care, housework, rescue		O
KNEELING			
	Performing CPR and patient care, firefighting, painting, repacking equipment		O

Revised 2/6/13

CLIMBING

10' to 100' ladders, tower crane, hose loft in fire station, hills/rocks in rescues O
 Stairs in fire station, building inspections F

STANDING

Upright: Firefighting, station duties, public education, housekeeping C
 Flexed: Mechanical repairs, patient care, housekeeping, meal preparation F

SITTING

Clerical/computer work, driving apparatus, meetings, patient care F

MANUAL DEXTERITY

Apparatus operation, mechanical work, patient care, fire investigation, clerical work F

FINGER DEXTERITY

Clerical/computer work, mechanical work, changing SCBA tanks, patient care F

OPERATE MACHINERY

Stationary: Pump operation, generator, Hurst power unit, drill press, saw O
 Mobile: Hurst extrication tool, chain saw, snow blower, lawn mower, McLeod O
 Reciprocal: Front end loader, driving apparatus, snowmobile O

BALANCING

Stairs, ladders, roof, side hill, entering and working on apparatus, rescue situations F

TWISTING

Placing/removing tools and equipment from apparatus, patient handling O

TURNING

Head: Driving apparatus, building inspections, clerical/computer work F
 Truck: Same activities as twisting F

CARDIOVASCULAR FITNESS

Firefighting, wildland firefighting, carrying patients in rugged terrain, hiking O

VISION

Near: 20/40 corrected minimum requirement, clerical work, patient care C
 Far: All aspects of work F

HEARING

Ordinary conversation: Communication with co-works, public, telephone, patients C
 Other sounds: Operating equipment, radio communication fire alarms, PASS F

PROTECTIVE EQUIPMENT

Respirator, self-contained breathing apparatus: All unknown and IDLH atmosphere O
 Face, eye protection: Safety glasses, goggles – firefighting, extrication, infection control O
 Head, scalp: Firefighting, rescue, extrication, building inspections, rescue O
 Arms, hands, fingers: Gloves, turnout coat, brush gear, latex gloves, leather gloves F
 Legs, feet, toes: Turnout pants, brush gear, steel toed boots C
 Body protection: Flame retardant uniforms, turnout coat and pants, brush gear C
 Hearing protection: Earplugs, radio headset F
 Dermatological: Frequent hand washing, hand cleaner, latex gloves, oils, greases, soot F

ENVIRONMENTAL EXPOSURES

Dusts, mists, fumes: Unknown fumes, diesel smoke, vehicle exhaust, pollens and environmental dusts, saw dust, paint fumes, glues, perfumes, solvent, oils F
 Wet, damp conditions: Washing floors, engines, cleaning fire hose, wet clothing F
 Extremes of heat and cold: Firefighting, winter rescues and vehicle accidents O
 Noise: Diesel truck engines, siren, air horn, radio speaker, tools, pager, pump operation F
 Chemicals, caustics: Oils, solvents, cleaning products, antiseptic/antiviral products O
 Stress: Vehicle accidents, suicides, trauma, assaults, dealing with public, shift work O
 Confined spaces: Firefighting, collapse rescue, building inspections, training O
 Heights: Up to 100' aerial ladders, tower cranes, buildings under construction O
 Allergenic plants, materials: Wildland firefighting, animal rescue, irritating smokes O
 Musculoskeletal injuries: Slips, trips, falls, bruises, strains/sprains in active work O