City of Milpitas

We invite applications for the position of:

Fire Captain
(Internal Promotional Candidates Only)

Annual Salary Range: $128,509.68 - $155,511.72

Post Date: 02/07/2020
Close Date: 02/26/2020

Why Milpitas?

Located at the southern end of San Francisco Bay, Milpitas is a progressive community that is an integral part of Silicon Valley. As a full-service city of 389 full-time employees with water utility, sewer utility, police and fire services, Milpitas serves a diverse population of nearly 80,000. The city has an annual $191 million operating budget and a $315 million capital improvements budget.

Milpitas is the eighth-fastest growing city in the United States according to the US Census, and the second-fastest in California. It has the third highest job growth among the 515 qualifying cities rated by Wallet Hub. The homeownership rate is close to 70%, and the Milpitas housing market remains relatively affordable in Santa Clara County. Milpitas is often called the "Crossroads of Silicon Valley" with most of its 14 square miles situated between two major freeways (I-880 and I-680), Route 237, and a County expressway. In June 2018, Livability Magazine ranked Milpitas fifth by out of more than 2,000 American cities for “Best Cities for STEM Workers.”

We encourage you to check us out at: http://www.ci.milpitas.ca.gov/

The Opportunity

The Fire Captain performs supervisory and technical work in fire suppression, emergency rescue, fire inspection, fire investigation, and fire personnel training activities; serve as company commander for a fire suppression engine, truck, or rescue company, and other duties as assigned.

What You Will Do

Duties may include, but are not limited to the following:

- Plan and execute work assignments of fire personnel in an assigned company.
- Respond to fire alarms as a company officer, and as such is responsible for the supervision, performance and safety of assigned fire-fighting personnel on the scene of an emergency incident.
- Direct firefighting and rescue operations until relieved by a superior officer.
- Operate radio-telephone equipment.
- Supervise and assist in rendering first aid at an emergency incident.
- Direct the cleaning of quarters, equipment, and apparatus at a fire station.
- Perform a variety of general staff work as assigned.
- Assist in coordinating the maintenance and repairing of fire suppression equipment and facilities such as hydrants, trucks, and support equipment.
- Inspect personnel and maintain discipline.
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- Obtain and otherwise preserve evidence at a fire scene.
- Instruct and drill fire department personnel in fire-fighting methods, techniques, and related subjects.
- Supervise and participate in the inspection of buildings and installations for fire hazards and fire safety systems as required by State laws and City ordinances.
- Identify the fire training needs of company personnel including such areas as the driving and operation of equipment and see that the necessary training is provided.
- Enforce all City and departmental rules and regulations and make recommendations to superior officers.
- Prepare all reports, forms, recommendations, and other required administrative procedures of the company.
- Schedule, assign and supervise equipment and facility maintenance, fire prevention, public relations, and training activities.
- Work with other management and supervisory staff to maintain, revise, and improve upon the operations of the platoon.
- Prepare performance evaluations for company personnel.
- Make recommendations in the budget preparation and administration process.
- Perform related duties as assigned.

Experience and Education

A minimum of 5 years consecutive full time Milpitas Fire Department experience at the rank of Firefighter or above (employment as a Firefighter with a municipal agency may be utilized to fulfill up to two years of this requirement) and completion of the MFD Acting Captain Program.

- A minimum of 30 units of college level courses in Fire Science, Para-medicine, EMS, Business Administration or related fields. An associate degree in Fire Science, Para-medicine, EMS, Business Administration or a related field will be required within 12 months of appointment.
- California State Fire Officer Certification must be completed within 12 months of appointment.
- NWCG S215, S230, S231, and S290 must be completed within 12 months of appointment.

License and Other Requirements

- Possession of and the ability to maintain an appropriate valid California Class B or C Driver's License and a Firefighter Endorsement per California Vehicle Code Section 12804.11 requirement effective January 1, 2011.
- Captains must possess throughout employment, valid State of CA or National Registry of EMT certification.
- Captains assigned to the Hazardous Materials Unit must possess the appropriate certifications.
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Special Requirements

Essential duties require the following physical abilities and work environment:

Ability to work a 24-hour shift and is subject to emergency response at any time. Employees may be required to perform any emergency response tasks, at any time during the 24-hour shift, for an unspecified period of time. Ability to perform job Inside 25% and Outside 75%.

Selection Process

Applicants must be current City of Milpitas employees. Meeting the required qualifications will be invited to an examination process that will consist of a written exam (pass/fail - 70% has been identified as the passing score) and a practical assessment center exam. Candidates must successfully pass the written examination to progress to the assessment center. The assessment center may be scheduled over two days to accommodate candidate groups of 7 or greater. Selection for each facet in the assessment center will be scored individually and carry equal weight. An aggregate score will be calculated from the total of all exercises. Scoring criteria for each exercise may carry a critical failure point that would constitute failure of that exercise. These critical failure points are aligned with ability to establish incident command and control in a simulation, constructive personnel management, and/or an effective presentation skill set. Candidates passing all phases of the examination process will be placed on an eligibility list in order based upon the aggregate score of the assessment center (75%) and the final score of the written examination (25%). The Fire Chief will conduct a one-on-one interview with highest scoring candidates based upon the eligibility list. The Fire Chief will invite the highest scoring candidates to interview as follows: one vacancy = top two candidates, two vacancies = top three candidates, etc. This interview will factor into final appointments for Fire Captain from the Fire Chief’s office. All candidates will be advised of their status once a finalist has been selected final scoring has been identified by the Practical Examination scoring process.

- **Written Exam Date:** Wednesday, March 4th, 2020 (tentative)
- **Practical Exam Date:** Thursday, March 19th, 2020 and Friday, March 20th, 2020 (tentative)

Written Test Study List

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To Apply

Submit application, supplemental questions (if applicable), resume, copies of required certificates (if applicable) online at https://www.governmentjobs.com/careers/milpitas or to the Human Resources Department, City of Milpitas, 455 E. Calaveras Blvd, Milpitas, CA 95035, (408) 586-3090.

A complete job description is available on the City of Milpitas website: www.ci.milpitas.ca.gov (under Classification and Compensation) or from Human Resources.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.

Candidates will receive all communications by email regarding the recruitment process, which includes, but is not limited to, application status, testing dates, and interview scheduling. If you require alternate communications, please contact Human Resources at (408) 586-3090.

This recruitment is open until a sufficient number of applications have been received for interviewing purposes and is subject to close at any time without prior notice. Candidates are therefore encouraged to promptly submit their application and supplemental questionnaire responses.

Benefits

The City provides an excellent array of benefits that includes the following. This position is represented by the International Association of Firefighters bargaining group. Benefits Information is available online at:

http://www.ci.milpitas.ca.gov/milpitas/departments/about-human-resources-2/benefits/


The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.