



UNIFIED FIRE AUTHORITY

MEMORANDUM

24-119

August 26, 2024

TO: All Personnel

FROM: HR Deputy Director Ricotta

SUBJECT: Firefighter Specialist (Heavy Rescue Specialist) Promotional Process

To be promoted to a Heavy Rescue Specialist, you must participate and be placed on the promotional registry. Recruitment is now open for all Firefighters, Firefighter Specialists, or Paramedic Specialists who hold the Minimum Requirements listed below.

Currently there is one (1) Firefighter Specialist (Heavy Rescue Specialist) vacancy in the Operations Division.

MINIMUM REQUIREMENTS:

- Valid Driver License and Valid EMT, AEMT, or Paramedic licensure.
- Currently serving as a UFA Firefighter or UFA Firefighter Specialist (Any specialty) and have completed all requirements of a Firefighter.
- Successful completion of two (2) years of full-time UFA employment in a sworn Firefighter position.
- Successful completion of the following:
 - Technician- Level Rope Rescue
 - Technician- Level Trench Rescue
 - Technician- Level Vehicle Extrication
 - Technician- Level Confined Space Rescue
 - Awareness- Level Structural Collapse

*All Operations and Technician courses/classes must meet or exceed minimums for NFPA Standard 1006 and 1670 and must be approved by the Fire Training Division and the Special Operations Captain.

GENERAL INFORMATION:

Overall Examination Components and Weights:

WRITTEN EXAMINATION	<u>FINAL</u> 25%
PRACTICAL EXAMINATION	35%
ORAL BOARD EXAMINATION	35%
SENIORITY	5%

If you meet the minimum requirements and would like to participate in the examination process, you must apply online via ApplicantPro by **October 1, 2024**. Once the application deadline has passed, candidates will be sent an email containing testing information, including their assigned time for the examination process. Candidates are expected to report to the Training Tower in station uniform and bring their full PPE. This process will result in a two (2) year promotional registry. In the future, if a Heavy Rescue Specialist vacancy

occurs and there is no active promotional registry, there will be a new recruitment process to establish a new promotional registry and fill vacancies as needed.

SELECTION PROCESS INFORMATION:

- **Written Examination**
 - The examination will last no longer than ninety minutes and will consist of approximately 50 multiple-choice, short answer, and fill-in-the-blank questions.
 - Candidates may use scratch paper during the examination, but will not have access to reference materials, phones, or calculators.
 - Study material can be found in the LMS (File Center > Special Operations > Heavy Rescue).
- **Practical Examination**
 - The practical examination is anticipated to last approximately sixty to ninety minutes.
 - Candidates should bring their full PPE for the practical examination.
 - Candidates will be asked to complete at least two of the following exercises:
 - **Rope Rescue Exercise** - Candidates will be evaluated as they perform functions related to rope rescue operations.
 - **Vehicle Extrication Exercise** - Candidates will be evaluated as they perform vehicle extrication operations.
 - **Trench Exercise** - Candidates will be evaluated as they perform functions related to trench rescue operations.
 - Candidates will be given a limited amount of time to familiarize themselves with and ask questions about the equipment that will be used in the test.
 - The practical examination will be evaluated by at least two raters, a mix of UFA Specialists or Officers and individuals from other organizations/jurisdictions.
 - Study material can be found in the LMS (File Center > Special Operations > Heavy Rescue).
- **Oral Board Examination**
 - The interview will last approximately thirty to forty-five minutes.
 - Candidates will respond to questions as well as picture or video-based scenarios to demonstrate knowledge, ability, or competence in a variety of areas related to successful performance as a Heavy Rescue Specialist.
 - Candidates will also be expected to discuss their resume, cover letter, as well as their readiness and preparation for the role as a Heavy Rescue Specialist.
 - The panel will be comprised of UFA employees and may include individuals from outside of the organization.

The process will be held on Friday, November 1, 2024, and Saturday November 2, 2024, at the Fire Training Tower. Candidates who apply by the deadline will be provided with specific information regarding their scheduled interview and testing time by October 21, 2024. Following this process, the Special Operations Division Captain and Operations Chief will select an individual as outlined in the PDP to fill the current vacancy. If suitable candidates are not found among the eligible applicants, UFA reserves the right to re-announce the position to consider a wider pool of candidates.

SUMMARY OF ESSENTIAL DUTIES:

The position of Heavy Rescue Specialist is a 24-hour "field" position, which reports to a station Captain.

Responds to alarms and heavy rescue incidents by recording information, putting on protective clothing, and responding in emergency vehicles; selects and uses specialized personal protection equipment; uses specialized equipment, and applies knowledge and training of rope rescue, trench rescue, structural collapse, vehicle extrication and confined space rescue, to participate in the rescue of trapped victims or to shore compromised structures; assesses hazards and risk at the incident; performs incident stabilization of the emergency scene; participates in specialized training activities; performs all duties of a senior firefighter.

TO APPLY TO PARTICIPATE IN THE EXAMINATION PROCESS:

If you are a current Firefighter, Firefighter Specialist or Paramedic Specialist who meets the minimum requirements outlined in the Professional Development Plan (PDP) and are interested, please apply through the ApplicantPro link: <https://unifiedfire.applicantpro.com/internaljobs>

In addition, you will need to upload a copy of your certifications as outlined in the minimum requirements, a resume detailing your qualifications, and cover letter explaining why you are interested in this position by October 1, 2024.

Please contact Calogero Ricotta at cricotta@unfiedfire.org or (801) 743-7215 if you have any questions about the process. If you have any questions about the position, please contact Captain Green at cgreen@unifiedfire.org or (801) 970-0750.