



RANCHO SANTA FE FIRE PROTECTION DISTRICT

EMPLOYMENT OPPORTUNITY

(Internal Recruitment Only)

FIRE SERVICE ASSISTANT

(TEMPORARY PART-TIME POSITION)

Salary: \$15.00 / hour (no benefits)

The Rancho Santa Fe Fire Protection District is seeking applicants to fill a temporary part-time position, approximately five months. This is an entry level position designed for those individuals pursuing a fire service career. The successful candidate *will have a flexible work schedule with a maximum of up to 28 hours per week.*

THE IDEAL CANDIDATE:

Rancho Santa Fe Fire Protection District is looking for a motivated person who is a self-starter has some mechanical aptitude and is looking at a career in the fire service.

EXAMPLE OF DUTIES:

- Provide inspection and maintenance services under an established program to all fire hydrants within the Fire District.
- Provide daily inspection, cleaning and refueling services of all staff vehicles assigned to the Administration Center.
- Utilizing District-owned vehicle, provide equipment pick-up, distribution and retrieval services among various facilities/locations.
- Perform various maintenance and upkeep tasks on equipment assigned to this position.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

- Age: Minimum age of 18 years is required.
- Education: High School Diploma, or equivalent
- Experience: None

Driving History: Applicants must possess a valid "Class C" California driver's license at the time of employment, and must have an acceptable driving record throughout employment with the FPD. **Applicants must submit a current DMV history report covering the last two (2) years with the application.**

Health: Applicants must be a non-smoker in good physical condition with the ability to perform all assigned tasks and capable of lifting up to 50 pounds without assistance.

APPLICATION PROCESS:

A completed District Application including supplemental questionnaire shall be delivered to the Administrative Offices no later than **4:00 PM on Wednesday June, 1, 2020**. Postmarks will not be accepted. Individuals desiring an application can visit our web site at: www.rsfire.org (http://www.rsfire.org/assets/documents/about/hr/RSF_Application.pdf) or may pick up the application in person at:

18027 Calle Ambiente, Suite 101
Rancho Santa Fe, CA 92067
Monday through Friday between 8:00 AM and 5:00 PM