



RANCHO SANTA FE FIRE PROTECTION DISTRICT



INVITES YOUR INTEREST IN THE POSITION OF

Manager, Finance & Administration

ANNUAL SALARY RANGE

\$102,220—\$130,332 (FLSA Exempt)

plus attractive management benefits

DEADLINE TO APPLY

June 19, 2020

Applicants must contact Robert Half Finance & Accounting @ 858-452-2626 and speak with Katie Illam

Rancho Santa Fe Fire Protection District is an equal opportunity/affirmative action employer.
This agency supports work force diversity. Women and minorities are encouraged to apply.



Rancho Santa Fe Fire Protection District

PO BOX 410
Rancho Santa Fe, CA 92067

Phone: 858-756-5971
Fax: 858.756.4799

THIS IS A NON-SMOKING FACILITY



THE ORGANIZATION

The Rancho Santa Fe Fire Protection District was formed on October 14, 1946. At that time, the Fire District was comprised of one Chief and 15 volunteer suppression personnel who protected an estimated 3,800 residents.

Today, the Fire District protects an estimated thirty-eight square miles with a population of approximately 35,000 and is governed by a five person elected Board of Directors that meets monthly. The Fire District currently operates out of a central administration facility with six fire stations and 68 full-time personnel. The current Fire District operating budget of nearly \$18 million is primarily funded through property and special taxes collected by the County. The historic portion of the Fire District consists of primarily estate residential occupancies while the eastern portion of the district is experiencing considerable new growth.

MISSION AND CORE VALUES

Mission—To protect life, property, and environment through prevention, preparedness, education and emergency response.

Core Values—We, the members of the Rancho Santa Fe Fire District, declare the following values to be the fundamental principles that define our organization's culture:

Sense of Duty Appreciation Pride

Leadership Teamwork Family

Note: Employees shall abide by the rules & regulations of the District including the District's grooming standard, which includes restrictions regarding tattoos and piercings.

APPLICATION PROCESS

HOW TO APPLY

Applicants must contact Katie Illam with Robert Half @ 858-452-2626, You may also contact her via email: katie.illam@roberthalf.com referencing in the subject line "Direct Applicant".

All candidates invited to an interview will be required to complete an official Fire District application form.

[Application](#) materials may be downloaded from District website.

Employee Benefits

- **Management Supplemental Benefit:** 10% of annual salary (after 12 months)
- **Retirement**—Classic members will be provided the CalPERS 2.5% @ 55 plan. Employees new to the CalPERS system will be provided the CalPERS 2% @ 62 plan
- **Retirement Health Saving Account (RHSA)**—District contributes \$100/mo. to a HRSA
- **Health Plans**—The District provides medical (thru CalPERS) and dental plans for the employee. Current maximum benefit for medical/dental plan is \$1,492.54 per month.
- **Life Insurance**—\$50,000
- **Long Term Disability Insurance**—The District provides a LTD plan.
- **Deferred Compensation**—a voluntary deferred compensation plan is available.
- **Sick/Vacation Leave**

SELECTION PROCEDURE

All applications received will be screened based on completeness, education, training and work experience. Those applicants possessing the most desirable qualifications for the position will be invited to continue in the selection process.

The successful applicant must successfully pass a background check, that includes a credit report and drug screen.

TENTATIVE SELECTION SCHEDULE

The examination process for the position may include any or all of the following components:

- **Application Review**
- **Structured/Technical Oral Review**
 - Week of June 29, 2020
- **Management Team Interview**
 - To be determined
- **Anticipated Start Date**
 - July 27, 2020

WERE ON THE WEB!

www.rsf-fire.org