

## **JOB ANNOUNCEMENT: NORTHSTAR FIRE DEPARTMENT Seasonal Defensible Space Inspector**



### **The Northstar Fire Department is accepting applications for a Seasonal Defensible Space Inspector**

#### **Northstar Fire Department**

The Northstar Fire Department (NFD) is an “all-risk” department. It provides fire suppression, fire prevention, rescue, public education, public assistance, and advanced life support. NFD is a small, progressive department located in the community of Northstar, at the Northstar Ski Resort, six miles north of Lake Tahoe in California. NFD is a non-transporting ALS provider. In 1972 the department began serving the Northstar community. Its boundaries cover approximately 5 square miles. The sphere of influence is approximately 18 square miles. NFD operates as an independent special district under the Northstar Community Services District (NCSD). The NCSD is managed by a general manager and a five-member board of directors.

Northstar Fire Department has 2 stations, 18 full-time employees and 5 seasonal employees.

#### **The Philosophy**

The Northstar Fire Department employees care about the community and fellow employees. The community is highly supportive of the fire department. The department takes great pride in offering excellent and caring service that goes above and beyond its customers' expectations. Visit NFD's website for more information:

[www.northstarcsd.org](http://www.northstarcsd.org)

**Northstar Community Services District is an Equal  
Opportunity Employer**

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### **TO OBTAIN AN APPLICATION**

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Employment applications can be printed from the website [www.northstarcsd.org/jobs.html](http://www.northstarcsd.org/jobs.html) or picked up in person from Northstar Fire Department Station 31 at 910 Northstar Drive, Truckee, CA.

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### **TO SUBMIT AN APPLICATION**

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Applications for this position can be dropped off at the Northstar Fire Department Station 31 at 910 Northstar Drive, Truckee, CA. Applications will be accepted January 22<sup>nd</sup>, 2019 at 0900 until February 8<sup>th</sup>, 2019 at 1700. Applications can be dropped off in person Monday through Friday from 0900 to 1700. Applications can also be submitted electronically by sending them to [sbailey@northstarcsd.org](mailto:sbailey@northstarcsd.org). Only the first 30 applications will be accepted.

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### **MINIMUM REQUIRED QUALIFICATIONS TO APPLY:**

- Knowledge of California Public Resource Code 4291
- Knowledge of NCSD Ordinance 26-09 see:  
(<https://evogov.s3.amazonaws.com/186/media/161265.pdf>)
- Knowledge or experience with fire or fire behavior
- 18 years of age
- Valid Driver's License; applicant will be entered into the DMV PULL System
- Work independently

### **On a Continuous Basis**

Know and understand all aspects of the job and department operations. Observe and follow all safety rules.

### **Skills**

- Communicate effectively verbally and in writing.
- Ability to communicate and interact with the public.
- Use an iPad, computer, and smart phone.

### **Personal Traits**

The applicant must have a positive attitude, be trustworthy, self-motivated, decisive, realistic, consistent, fair, and a positive fitness example that includes being a non-smoker. The department has a strict no smoking policy.

### **DESIRED QUALIFICATIONS:**

- Experience with computer applications including Access, Excel and VueWorks.
- Experience with forest landscapes in Northern California and the Sierra Nevada.
- General knowledge of vegetation management and fuels reduction as related to defensible space.
- Experience determining property boundaries.
- Experience working with maps, compass and metal detector

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### **THE POSITION:**

#### **Duties:**

Under the supervision of the Community Risk Reduction Chief, the Seasonal Defensible Space Inspector will perform, coordinate, plan, and implement defensible space inspections. Most inspections will be performed without direct supervision. The inspections will follow California Public Resource Code 4291 and Northstar Community Services District ordinances. They will maintain records and database information regarding defensible space inspections. Other duties may be assigned as needed.

#### **Schedule:**

A seasonal Defensible Space Inspector with the Northstar Fire Department will work 40-hours, five days a week. The schedule will include weekends and holidays. This position will be from May 1<sup>st</sup> to November 15<sup>th</sup>, 2019. Exact dates subject to change.

#### **Compensation:**

A seasonal Defensible Space Inspector will be paid \$20 to \$25 per hour depending on previous experience, skills, education, and certifications. Overtime will be paid at time and a half after working more than 40 hours in a week. Sick time is accrued at 1 hour for every 30 hours worked, to a maximum of 72 hours. There are no other benefits such as health insurance, health reimbursement account contributions, vacation time, etc.

### **THE SELECTION/APPLICATION PROCESS:**

#### **The Selection Process:**

The selection process may include any or all of the following: application review, resume review, reference review, oral testing, written testing, physical testing and/or a full or partial assessment center. Final appointment is contingent upon a check of past employment, personal references, Chief's interview, passing a district paid pre-employment medical exam, background check and a drug/alcohol screening.