



EXAMINATION OPEN TO THE PUBLIC

**AIRPORT CRASH RESCUE FIRE CAPTAIN
(MILITARY DEPARTMENT)**

**ANNUAL \$67,053
SALARY: \$89,198**

**SALARY
GROUP: PS 18**

**APPLICATION CLOSING
DATE: JUNE 13, 2011**

**EXAM
NO: 110350OCFD**

SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW

PURPOSE OF CLASS: At the Military Department, Connecticut Air National Guard Base, this class is accountable for the supervision of a shift of Airport Crash Rescue Firefighters engaged in fire prevention, fire fighting and crash rescue operations and the provision of emergency medical and crisis response services.

MINIMUM QUALIFICATIONS REQUIRED

IN ORDER TO BE CONSIDERED FOR ADMITTANCE INTO THIS EXAMINATION, YOU MUST INDICATE ON YOUR APPLICATION THAT YOU HAVE THE FOLLOWING EXPERIENCE AND TRAINING BY **JUNE 13, 2011**:

GENERAL EXPERIENCE: Five years of experience as a firefighter in an organized fire department or a state fire fighting service.

SPECIAL EXPERIENCE: Two years of the General Experience must have been in an organized airport fire department with the certification of Airport Firefighter which meets the Standards for Certification based on the National Fire Protection Association professional qualifications.

SPECIAL REQUIREMENTS: (1) Incumbents in this class may be required to possess and retain Emergency Medical Technician (EMT) certification or Paramedic license. (2) Incumbents in this class may be required to possess and retain Department of Public Safety, Office of State Fire Marshal, Fire Marshal certification. (3) Incumbents in this class must maintain membership in the Connecticut Air National Guard for at least six years which may be in the Airport Crash Rescue Firefighter class, a combination of time while served in the Airport Crash Rescue Firefighter and Airport Crash Rescue Fire Captain class or, from the time of new hire into the Airport Crash Rescue Fire Captain class. Incumbents may be required to attend the Air Force Firefighting School within six months of hire. (4) Incumbents in this class must possess and retain National Fire Protection Association (NFPA) Fire Officer 2 which is accredited by The International Fire Service Accreditation Congress (IFSAC) or Pro Board Fire Service Professional Qualification System (Pro Board). (5) Incumbents in this class will be required to possess and retain a Department of Defense security clearance. (6) Incumbents in this class will be required to complete required training in accordance with the Department of Defense Instruction 6055.6-M within one year of appointment to the classification. (7) Incumbents in this class must possess and retain a valid Motor Vehicle Operator license with proper endorsements and a valid military operator license.

CHARACTER REQUIREMENT: In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate may be made before persons are certified for appointment.

PHYSICAL REQUIREMENTS: (1) Incumbents in this class must have general good health, be free from any disease or injury, which would impair health or usefulness and possess and retain sufficient physical strength, stamina, agility, endurance and visual and auditory acuity to perform the duties of the class. (2) Applicants may be required to pass a physical examination.

WORKING CONDITIONS: Incumbents in this class may be exposed to a moderate amount of lifting equipment, danger of injury or loss of life during fire fighting and crash rescue operations and handling of hazardous materials, significant mental stress of responding to life and death emergencies and strongly disagreeable conditions including exposure to weather, loud noises and hazardous materials.

KNOWLEDGE, SKILLS AND ABILITIES: Considerable knowledge of fire fighting and crash rescue practices and procedures as applied to airports and aircraft crash situations; considerable knowledge of fire investigation, inspection and prevention methodology and procedures; considerable knowledge of and ability to utilize and implement Incident Command System in accordance with the National Incident Management System (NIMS); considerable knowledge of fire safety and building codes; knowledge of emergency medical services techniques; knowledge of hazardous materials methodology; knowledge of training practices and procedures; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to evaluate emergency situations and develop effective course of action; considerable ability to work under pressure; supervisory ability; ability to utilize computer software.

THE EXAMINATION WILL BE COMPOSED OF:	<u>PART</u>	<u>WEIGHT</u>
	EXPERIENCE AND TRAINING	100%

APPLICATION/EXAMINATION PROCEDURE

- APPLICANTS MUST SUBMIT:**
- (1) Completed Application Form (CT-HR-12)**
 - (2) Supplemental Examination Materials (see instructions below)**
 - (3) Proof of National Fire Protection Association (NFPA) Fire Officer 2 Certification**

In order to be considered for admittance into this examination, you must complete all parts of the examination application (CT-HR-12) detailing how you meet the minimum experience and training requirements stated above AND complete the required supplemental examination materials as detailed below. Applicants who do not submit the required application and supplemental examination materials by the closing date will not be admitted into the examination and will not have the right to appeal this decision. Resumes and/or vitas will not substitute for the required application form or for the required examination materials.

EXAMINATION INSTRUCTIONS: Section 1. For each job (maximum of three) which you feel has best prepared you for the job of Airport Crash Rescue Fire Captain (Military Department), include a 1 page (typed or printed) description detailing your duties and responsibilities. (Applicants serving provisionally or temporarily in the title of Airport Crash Rescue Fire Captain (Military Department) cannot include this as one of the three jobs.) Each job description should begin on a separate page and begin with your job title, company name and location, dates of employment, and number of hours worked per week. This should be followed by a description of your duties and responsibilities organized and formatted around the numbered items that follow. (1) Experience in firefighting activities. Detail your experience dealing with various types of fires, dealing with fire emergency situations, developing advance tactical plans for emergency situations and maintaining vehicles and other emergency equipment. Be sure to include experience with crash rescue operations and emergency medical and crisis response. (2) Experience with airplane crashes. Describe your experience handling airplane crashes or other fire related emergencies or hazardous situations as applied to airports and aircraft crash situations. Describe the airport where you worked, including its size. The size of your department and the types of planes the airport accommodates. Describe one or two specific fire related emergencies and/or aircraft crash situations that you have handled. For each example, include what role you played in addressing the incident, actual actions taken to address the situation, resources utilized (including staff and equipment), and the outcome of the actions taken. **Section 2.** On a separate page, include a list of degrees, certifications, licenses and courses that you have completed which have prepared you for the job. Include proof of National Fire Protection Association Fire Officer 2 Certification. **Important Notes:** (1) Make certain both your application form and your examination materials are complete and separate documents not referencing the other, as your application form and supplemental examination materials may be separated during the scoring process. (2) Examination materials should be clearly marked as such and each page should contain the examination title, exam number and your social security number (do not include your name). (3) Do not include materials other than those requested above. (4) **Your examination will only be scored if you meet the minimum experience and training requirements outlined above and your CT-HR-12 and supplemental examination materials are date stamped by DAS/Human Resources or postmarked by June 13, 2011.** (5) **Mail applications/examination materials to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, Connecticut 06106-1658 (Secure Fax #860-622-2875).** If faxing materials make certain that your application form is complete and transmitted correctly and without error. Keep a copy of your completed application/examination package and the fax transmittal receipt for your records. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted. (6) Due to the large number of applications received, we cannot confirm receipt of applications. (7) **Examination scores will be mailed by July 18, 2011.** (8) **A separate application/examination package must be submitted for each exam you are applying for.**

FORMS: Application forms (CT-HR-12) and exam announcements are available from the Department of Administrative Services (<http://das.ct.gov/employment>) and at the Offices of the Connecticut State Job Centers.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities