

 <p>The logo for Crook County Fire & Rescue features the words "CROOK COUNTY" in a yellow, arched font at the top. Below this is a yellow Maltese cross with a red border. Inside the cross, the letters "C", "C", "F", and "R" are positioned in the four quadrants. The center of the cross contains a red circle with a white flame and a white axe. At the bottom, the words "FIRE & RESCUE" are written in a yellow, blocky font.</p>	<p>Crook County Fire and Rescue 500 NE Belknap Street Prineville, OR 97754-1932 (541) 447-5011 www.crookcountyfireandrescue.com</p>
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Seeking applications for the position of Fire Prevention Technician.

Crook County Fire and Rescue is seeking applicants for the position of Fire Prevention Technician. Please go to the district's web site to download an application for this position. On the web site you will also find a Fire Prevention Technician Job description, Supplemental Questionnaire, and information about our community and district.

ESSENTIAL DUTIES AND RESPONSIBILITIES (may include but are not limited to the following).

- Perform defensible space assessments in accordance with best practices, the Crook County Fire Ready Standards, and the Oregon Defensible Space Code.
- Provide guidance to residents on suggested and required home hardening strategies.
- Provide residents with appropriate support resources and programs.
- Increase awareness, knowledge and actions implemented by individuals and communities to reduce human loss and property damage from wildfires.
- Reviews, evaluates, processes, and maintains a variety of files related to fire prevention activities.
- Assist with the District's Child Passenger Safety Program.
- Assist with the District's Youth Firesetter Program.
- Assist with public information and outreach opportunities at schools and other locations.

KNOWLEDGE/SKILLS/ABILITIES

- Communicate clearly and respectfully to residents and stakeholders.
- Learn and apply City, County and State Fire Codes and National Fire Protection Association (NFPA) standards.
- Provide clear and concise written reports free of grammar and spelling errors.
- Utilize personal computers, tablets, and related software including the Microsoft Office Suite, mapping, and database tools.
- Independently conduct fire (defensible space) assessments.
- Apply technical knowledge and follow proper inspection techniques.
- Be self-motivated, work independently to complete assigned duties and responsibilities in a timely manner.
- Interpret and explain fire prevention services, policies and procedures.
- Build and maintain positive working relationships with stake holders to ensure that assigned fire prevention coordination efforts are successful.

MINIMUM QUALIFICATIONS AND CERTIFICATIONS

- High school graduate or equivalent
- 18 years of age
- Possession of a valid Oregon's driver's license and be insurable by the district
- Computer/Software skills including database experience
- Ability to work effectively in an independent work environment
- Ability to understand and follow oral and written instructions
- Ability to work effectively with the public and staff
- Ability to speak publicly and communicate appropriately
- Ability to meet the physical demands of the position as established by the district

DESIRABLE QUALIFICATIONS

- Event coordination experience
- Child Passenger Safety Technician certificate
- NFPA Youth Firesetter Intervention Specialist certificate
- NFPA Firefighter I certificate
- Oregon EMT license
- NWCG FFT2
- Previous firefighting and/or EMS Experience
- College degree or work experience in Fire Prevention

COMPENSATION / BENEFITS

- Salary range \$4,564 - \$5,441 per month
- Accrued vacation and sick leave
- Family medical, dental, vision and prescription insurance
- HRA-VEBA contribution
- PERS retirement
- Overtime eligible, some overtime will be required.

SCHEDULE

- Forty hours a week, Monday - Friday.
- Job duties may require some weekends. Schedule may vary

APPLICATION

Individuals who wish to be considered must submit the CCF&R Fire Prevention Technician application and questionnaire, which is available on the district's website at www.crookcountyfireandrescue.com. Download an application, complete it on your computer, and print a copy to submit to CCF&R. **The application form specifies attachments which must be submitted with it.** Persons who submit incomplete applications may not be considered.

Completed applications, including supplemental questionnaire, must be received by the district not later than Friday, December 8th, at 5:00pm. It is the responsibility of each applicant to ensure that his/her application is complete and received by the deadline. The district is not responsible for failure of a delivery service to meet the application deadline. Applications may be submitted by email to rdeboodt@ccf-r.com, or mailed/hand delivered to 500 NE Belknap Street, Prineville, OR 97754.

Application Process

Completed applications that are received on or before the due date will be considered for the hiring process.

Step One: The completed application and supplemental questionnaire will be reviewed and consideration will be given to the applicant's ability to communicate their qualifications in relation to the job description and how this job will benefit Crook County Fire and Rescue. (See Application for Required Attachments) A limited number of applicants may be asked to move on to step two.

Step Two: Applicants will sit for a panel interview and give a ten-minute presentation on the Crook County Fire Ready document (available on CCFR's Website).

Step Three: Chief's interview

EXAMINATION DATES

TBA

CONTACT PERSONS

You may contact Russell Deboodt or Jeremiah Kenfield at 541-447-5011 with any questions about the application and testing process.