CITY OF AMARILLO | NOTICE OF PROMOTIONAL EXAMINATION | CIVIL SERVICE COMMISSION

Limited to Fire Department employees

DRIVER | **FIRE DEPARTMENT**

This is a promotional examination for the position of Driver in the Fire Department. Examination will be limited to members of the Amarillo Fire Department who have ever continuously held a position for two (2) years or more in the classification immediately below the classification for which this examination is being held. Applications will be received in the City Human Resources Department Monday thru Friday from 8:00 a.m. to 5:00 p.m. until Tuesday, July 16, 2013. Examination will be 100% written and all candidates will be required to pass the examination before their names will be entered on the eligibility register. The eligibility register created by this examination will be in effect for a period of one (1) year.

DESCRIPTION-DUTIES

Pro-actively supports the development of departmental goals and objectives to implement programs, as well as activities in order to achieve maximum results. Maximizes the effectiveness of personnel as related to assigned tasks and utilizes appropriate leadership skills to successfully achieve departmental goals. Establishes and maintains good relations with citizens, other City of Amarillo departments, civic groups, governmental agencies, private entities, and media representatives. Provides for the protection of life and property to both fire fighters and citizens. Assures compliance with the laws and regulations affecting the department. Assumes command or participates within the incident command system as required by departmental procedure. Maintains departmental procedures and guidelines within assigned areas. Responsible for all other duties and work schedules as assigned and supports and cooperates with peers and supervises in the performance of duties.

PHYSICAL DETAILS OF JOB

Works in or near fire scenes and other emergency operations. High stress actions during emergency operations. Must communicate well with public, supervisors and employees. Sits while working at desk or computer station. Walking, kneeling, climbing, lifting, crouching, standing, driving and operating an emergency vehicle. Will operate a personal computer, printers, two-way scanning radios, toxic and combustible gas detectors, appliances, ladders, fire extinguishers and detection equipment.

SKILLS, KNOWLEDGE, ABILITIES

Must have a thorough knowledge of modern methods, techniques, and equipment used in fire fighting, and the ability to apply this knowledge in coordination with the activities of others to the proper operation of pumping and other auxiliary fire fighting equipment. Must have knowledge of streets, buildings, fireplug locations, and routes of travel within the assigned district. Must be able to drive heavy trucks through traffic at reasonable rapid rates of speed and exercise due caution to prevent possible property damage or human injury.

This job description is not intended to be all-inclusive, and employees will also perform other reasonable related duties as assigned by the immediate supervisor and other management as required. A detailed job description is available in the Human Resources Department, City of Amarillo.

Test Date	Tuesday, July 23, 2013
Test Time	3:00 pm.
Test Location	Civic Center Grand Plaza 400 S. Buchanan
Salary minimum	$4761/month
Posted	Tuesday, August 28, 2012
Deadline to Register	Tuesday, July 16, 2013 5:00 p.m.

AN EQUAL OPPORTUNITY EMPLOYER

Lori James
Civil Service Director
Civil Service Commission
City of Amarillo, Texas

DRIVER'S PROMOTIONAL EXAM SOURCE LIST

July 23, 2013 test date

Aerial Apparatus Driver/Operator Handbook, 2nd ed. IFSTA
ISBN-10: **0879393599** ISBN-13: **978-0879393595**

Pumping Apparatus Driver/Operator Handbook, 2nd ed. IFSTA
ISBN-10: **0879392789** ISBN-13: **978-0879392789**

Wildland Firefighting for Structural Firefighters, 4th ed. IFSTA
ISBN-10: **0879392142** ISBN-13: **978-0879392147**

Amarillo Fire Dept Training Manual, 550.04 Rule of Thumb, Revised 7/04 edition, there will be a 10-question addendum to the promotional test based on the information in this document. This is located on the computer at:
R:/PUBLIC DOCUMENTS AND FORMS/TRAINING MANUAL, SOP, SOG's/CURRENT/TRAINING MANUAL

Hazardous Materials Managing the Incident, 3rd ed. IFSTA
ISBN-10: **1932235043** ISBN-13: **978-1932235043**

Sources For Books:

IFSTA	www.ifsta.org
Amazon	www.amazon.com
Jones and Bartlett	www.jbpub.com
Prentice Hall	www.bradybooks.com
Delmar	www.cengage.com

Posted/Revised: August 28, 2012