

POST CODE: D708
ANNOUNCEMENT NUMBER: LEST0195
CLASSIFICATION NUMBER: C1347
OPEN: February 01, 2010
CLOSE: February 22, 2010
LOCATION: SALEM

**PUBLIC SAFETY TRAINING SPECIALIST 1
(Fire Training Instructor)
\$3547--\$4951 Monthly**

GENERAL INFORMATION

DPSST is currently recruiting for one permanent full time vacancy within the Fire Training Program.

Retirees encouraged to apply!!

The limitations on employment imposed by ORS 238.082 does not apply to a retired member who is employed by the Department of Public Safety Standards and Training for the purpose of providing training under ORS 181.610 to 181.712

The purpose of the DPSST Fire Training and Certification Program is to implement standards for the training and certification of Oregon's 11,000 Fire Service Professionals. For over 30 years Oregon's fire programs have assisted in preparing career and volunteer fire fighters who serve and protect Oregonians every day. In 1972 the Oregon Legislature established the Fire Training and Certification Program as the Fire Standards and Accreditation Board (FSAB). In 1993, legislation abolished the FSAB and transferred those duties to the Board on Public Safety Standards and Training (BPSST). In addition, the Fire Training Unit of the Office of State Fire Marshal was transferred to DPSST to consolidate public safety training under one agency.

All employees have a significant impact on the success of the agency mission, vision and values by exemplifying and displaying an attitude, appearance, presence, and demeanor that demonstrates a high standard of agency professionalism.

Applicants will be subject to a Computerized Criminal History and Driver and Motor Vehicle Services check as well as a thorough background investigation. Adverse background data may be grounds for immediate disqualification.

Employees of the Department are required to meet the highest standards of professional conduct and ethics while on the job, and also to maintain those same high standards when taking actions in their personal lives that could reflect on the Department.

All department employees are responsible for upholding the mission of DPSST by promoting excellence in public safety through the development of professional standards and the delivery of quality training. DPSST is the state training academy for law enforcement officers, corrections officers, parole and probation officers, firefighters, telecommunicators, and

emergency medical dispatchers. It is also the regulatory agency that enforces employment and training standards for the above listed public safety disciplines and licenses proprietary security managers, security contractors and officers, polygraph examiners, and private investigators. DPSST's constituency includes more than 35,000 public safety providers.

For more information regarding our training and programs, please visit our website at <http://www.dpsst.state.or.us>

This position is represented by the American Federation of State, County, and Municipal Employees (AFSCME).

TO QUALIFY

Your (PD100) state application form will be reviewed to verify that you meet the qualifications stated in this section. To receive credit, your application must clearly show:

- ✚ Three years of professional level experience in Fire service and training based on ORS 181.610 through 181.690. Experience must have included delivering structured training sessions or on-the-job training. **AND** you must be able to obtain a Commercial Drivers License (CDL Class A with Air Brake endorsement within 6 months of hire).

Additional Requirements:

Fire service classes that the candidate must have working knowledge of include the Mobile Fire Training Unit (general fire ground operations), flammable liquids and gas props, NFPA instructor 1, as well as other fire based courses delivered within the fire program. **AND** Candidate skills for this program include knowledge of vehicle dynamics, braking characteristics, knowledge of road and weather conditions, general emergency vehicle operations, and route selection.

DUTIES AND RESPONSIBILITIES

This position primarily provides classroom and practical instruction and facilitation in the area of Skid Truck (Fire EVOC) training. The SAFAD (Skid Avoidance for Fire Apparatus Driver) program goal is to provide each apparatus operator the psychomotor skills and mental attitudes that are essential to becoming the most competent, skillful and responsible driver possible. The program is geared to reducing the number of fatalities and injuries during vehicle operations. The individual in this assignment is expected to recognize their responsibility to act ethically at all times in accordance with the very highest standards of integrity. Candidate skills for this program include knowledge of vehicle dynamics, braking characteristics, knowledge of road and weather conditions, general emergency vehicle operations, and route selection. This position delivers training throughout Oregon but is based in Salem. It is expected that class delivery will result in significant time outside of the Salem area.

Other fire service classes that the candidate must have working knowledge of include the Mobile Fire Training Unit (general fire ground operations), flammable liquids and gas props, NFPA instructor 1, as well as other fire based courses delivered within the fire program.

The individual in this assignment is expected to perform position duties in a manner which promotes customer service and harmonious working relationships, including treating all persons courteously and respectfully; engage in effective team participation through willingness to assist and support co-workers, supervisors, and other work-related associations; develop good working relationships with division and agency staff and supervisors through active participation in cross-divisional group projects and in identifying and resolving problems in a constructive, collaborative manner; demonstrate openness to constructive feedback and suggestions, in an effort to strengthen work performance, and contribute to a positive, respectful and productive work atmosphere.

Provides classroom and practical instruction and facilitation in the area of Skid Truck (Fire EVOC) training across Oregon and other fire service classes (Code 3 Driving, MFTU, FLAG, NFPA Instructor I, as well as other fire based courses delivered within the Fire Program)

Provide other instructional assistance with other staff as needed

BENEFITS

Discover all the [benefits](#) that are available to Department of Public Safety Standards and Training employees like medical, dental, life, and disability insurance coverage. Employees receive paid time off, retirement benefits and participation in the Oregon Savings Growth Plan.

WORKING CONDITIONS

Intra-state travel 70-85% of the time in all types of weather. Overnight stay required 60-70% of the time during travel. Presentation of programs in all types of weather. Working extended hours as needed. Occasional exertion and lifting of equipment. Weekend and evening work required 60-75% of the time. Work in situations that require the extended wear of fire related personnel protective gear 40–50% of the time.

You must have a valid drivers' license and a good driving record.

HOW TO APPLY

SUBMIT the following materials by 5:00 PM on the close date:

- a) Your completed State of Oregon Employment application form (PD 100) indicating the location(s) in which you are interested.
- b) A cover letter that clearly describes your experience and level of responsibility as it relates to the duties and requirements of these positions. Your cover letter should be no more than 2 pages.
- c) Your Personal Values/Ethics statement.

Personal Values/Ethics Statement Information:

Applicant Requirement: Submit a personal value and code of ethics statement.

Format: Keep typed submission to a single page or less; Times New Roman; 12 pt font; double spaced; 1" margins, left justified

Definitions: Values: are the inner judgments that determine how a person actually behaves. Values concern ethics when they pertain to beliefs about what is right and wrong.

Ethics: is concerned with how a moral person should behave. Ethics is about putting principles into action—it is consistency between what we say we value and what our actions say we value.

If you do not submit ALL of the required application materials, your application will be considered incomplete and will not be considered.

Only those applicants whose experience most closely meets the needs of the agency will be contacted for an interview.

Application materials must include:

a) [PD100](#) AND

b) Cover letter AND

c) Ethics/Values statement.

SUBMIT YOUR APPLICATION MATERIALS TO:

Department of Public Safety Standards and Training

ATTN: Jennifer Poelz,

Recruitment Analyst

4190 Aumsville Hwy SE

Salem, Oregon 97317

You may fax your State Application and all other supplemental documents to 503-378-3326 or email to apply.dpsst@state.or.us. Please be sure to reference the announcement number in the subject line of your email. If you email your application you do not need to mail an additional copy.

Notice of results will be sent by mail. Although agencies are not required to delay their selection process, you may request a review of the results. Your request must be received within 10 days from the date of the notice. Additional information cannot be accepted. However, if the recruitment is still open, you may submit a new application, which must be received in our office by the close date.

Submit only the required materials. Reference letters, resumes or work examples should be kept for interviews. The Dept. of Public Safety Standards and Training cannot be responsible for materials that are missing or lost through fax or the mail. **We are unable to verify receipt of your application materials due to the volume of applications received daily.**

THE DEPARTMENT OF PUBLIC SAFETY STANDARDS AND TRAINING IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.