



Civil Service Commission

Lateral Firefighter/Paramedic Hiring Process

Agenda Date: 2/16/2021
Agenda Item Number:
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Type: decision **Version:** 1 **Status:** Passed

Title

Lateral Firefighter/Paramedic Hiring Process

Recommended Action

Staff Recommendation:

Move to approve the lateral firefighter/paramedic hiring process.

Report

Staff Contact:

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Background

The fire department is seeking to fill one firefighter/paramedic vacancy. The department wishes to hire a lateral firefighter/paramedic. The proposed hiring process includes:

- Minimum Qualifications Screening to be conducted by external panel (Pass/Fail)
- Phase I Suitability Assessment
- Oral Interview (scored)
- Certify Register
- Referral of Names (Rule of 3)
- Background Check
- Chief's interview
- Conditional Job Offer
 - Phase II Psychological Evaluation
 - Medical Exam
 - Must meet all requirements of Thurston County Medic One prior to Job Offer*
 - Official Job Offer

AFTER HIRE

- Two-week fire academy
- CPAT must be completed in the first 180 days of employment

Findings:

The proposed process allows for the efficient and fair processing of lateral firefighter/paramedics consistent with civil service rules.

Recommended Action:

Staff recommends implementing the process outlined above to establish a lateral firefighter/paramedic register.

Policy Reference:

Civil Service Rules, Rule IV, Examinations

Civil Service Rules, Rule V, Registers