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Career Opportunity

EMT/Paramedic - San Francisco Fire Department (H003)

Recruitment: REF26306Z

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Contact:

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Department: Fire Department

Job class: [H003-EMT/Paramedic/Firefighter](#)

Salary range: \$83,174.00 - \$161,902.00

Role type: Permanent Civil Service [What does this mean?](#)

Hours: Full-time

Exam type: Continuous

Rule: Rule of the List [What does this mean?](#)

List type: Entrance

About:

Application Opening: Continuous

[Compensation Range: \\$83,174-\\$161,902](#)

Recruitment ID: H003-904505

THIS IS A CITYWIDE EXAM

Established in 1866, the San Francisco Fire Department is rich in tradition and history. From the Great Earthquake and Fire of 1906 to the Loma Prieta Earthquake of 1989, the Department has grown to meet the many challenges along the way. Today, the San Francisco Fire Department serves an estimated 1.5 million people, providing fire suppression, fire prevention and emergency medical services to the residents, visitors and workers within San Francisco's 49 square miles.

Role description

This is a deep classification encompassing three levels: Level I EMT; Level II Paramedic and Level III Firefighter Paramedic. Depending on the level in the deep class, incumbents may perform *basic* life support duties on an ambulance (Level I EMT); perform *advanced* life support duties on an ambulance (Level II Paramedic); or respond to fire alarms engaging in firefighting activities and performing advanced life support duties (Level III Firefighter Paramedic).

The list established from this selection process may be used by the Fire Department to fill vacancies at Level I and Level II.

Detailed descriptions for Levels I and II are below. The descriptions are cumulative in that Level II may be required to perform the duties defined in Level I.

Level I - EMT

Under general supervision, responds to medical and other emergencies and engages in life support and life-saving activities; performs emergency medical service (EMS); maintains equipment; staffs and drives an ambulance to provide initial emergency medical care in a pre-hospital setting; evaluates and administers advanced first aid, basic life support and life maintenance measures in accordance with Emergency Medical Service Agency (EMSA) policies and procedures, including CPR, definitive therapeutic care at the scene of an emergency or during transport of persons; provide community health screening and other non-emergency health services; protects the privacy of patients treated by SFFD, safeguards patient information and uses and discloses patient information in accordance with the federal Health Insurance Portability and Accountability Act (HIPAA) and the privacy practices of SFFD; may perform duties of either driving ambulances, EMT attendant and other related duties as assigned. Works a 40-hour week, including days, evenings, nights, weekends and holidays; shift to be determined by operational requirements. Incumbents must maintain superior physical strength, agility and stamina to carry out the intense physical duties of the position.

Level II - Paramedic

In addition to the above, required to provide advanced emergency medical care to victims of fire and activities for saving lives and property, including medical scene size-up, establishing

medical command post, reporting to incident commander or EMS Captain and implementing medical Incident Command System (ICS); supports rescue activities in a variety of situations; renders first aid, treatment for shock, cardiac compression, resuscitation, and prevention of blood loss; responds to trauma or medical emergencies; performs primary and secondary evaluation of patients to assess conditions, triages in major disasters; administers proper procedural emergency treatment; institutes emergency care and/or advanced life support to stabilize patient conditions, including cardiac pulmonary resuscitation, defibrillation, drug administration, invasive procedures and definitive therapy; as part of EMS response, conducts hazard assessment of residences, places of business, public assemblage, schools, and hospitals to ensure compliance with fire codes, ordinances, laws and regulations, and refers potential hazards/violations to appropriate Fire Department division; participates in training and physical fitness programs as required.

How to qualify

This selection process is open to individuals meeting at least **all of the** minimum qualifications listed for Level I below **at the time of application filing**. Individuals who meet minimum qualifications for Level II may be considered by the Department at that level.

H003 Minimum Qualifications: (All levels)

Age: Applicants must be at least 19 years old at the time of application and must be at least 20 years old at the time of appointment. [Civil Service Rule 310.15]

Education: Applicants must have a high school diploma or an equivalency certificate (e.g., G.E.D., California High School Proficiency Certificate) to apply.

Driving Record: Applicants must possess a valid driver license with seven years driving record verified during Background Investigation. Applicants must possess a valid Class A, B, or C California Driver License by the time of their appointment. Applicants will not be considered eligible to participate or to be appointed if any of the following occurred, or is in effect at any time, during the period from “one year prior to application up to the date of appointment”:

- (a) Any offense that subsequently results in a conviction for driving under the influence, reckless driving, or hit and run with personal injury or property damage over \$25.00; or any offense that occurred within a three-year period prior to appointment.
- (b) License suspension or revocation, three moving violations in 12 months, 5 moving violations in 24 months, or probation as a result of a driving-related offense.

[Note: Applicants who proceed to the Background Investigation phase of the selection process must provide on their background forms a full and complete listing of all motor vehicle violations. Any significant discrepancy between an applicant's statement and the Department of Motor Vehicles' records will result in disqualification.]

Criminal Record: Applicants must not have been convicted of a felony in this state, or in any other state or in any federal or other jurisdiction, of an act that would be considered a felony if committed in this state. Applicants must not have been on probation for a misdemeanor offense from one year prior to application through the time of appointment. Convictions for misdemeanors within one year prior to application will be evaluated individually and may result in disqualification.

[Note: Applicants who proceed to the Background Investigation phase of the selection process must provide on their background forms a full and complete listing of all convictions. Applicants must disclose if they have ever been convicted of any felony or misdemeanor offense in California or in any other state or place, including entering a plea of nolo contendere or no contest, and including any conviction which has been expunged (set aside) under Penal Code Section 1203.4.]

Additional Minimum Qualifications for Level I:

1. Possession of a current and valid CA Emergency Medical Technician (EMT) Certification issued by the State of CA [required by the application filing deadline] **and** the ability to accredit with the local EMS Authority [required prior to appointment].
2. Possession and maintenance of valid Class A, B, or C CADL w/Ambulance Driver certificate/endorsement at time of appointment.
3. Any combination of 500 hours of verifiable work experience as an EMT (on an ambulance or first responder vehicle) or hours of documented ambulance ride-along as a member of the San Francisco Fire Reserves within the last **three** years, at the time of hiring;

OR

Any combination of 1,000 hours of verifiable work experience as an EMT (on an ambulance or first responder vehicle) or hours of documented ambulance ride-along as a member of the San Francisco Fire Reserves within the last **five** years, at the time of application filing.

Additional Minimum Qualifications for Consideration at Level II:

1. Possession and maintenance of a valid CA Emergency Medical Technician Paramedic (Paramedic) license issued by the State of CA and the ability to accredit with local EMS Agency.
2. Possession and maintenance of valid Class A, B, or C CADL w/ Ambulance Driver certificate / endorsement at time of appointment.
3. 1,000 hours verifiable work experience as a Paramedic (on an ambulance or first responder vehicle) within the last three years; OR 1,500 hours verifiable work experience as a Paramedic (on an ambulance or first responder vehicle) within the last five years at the time of application filing.

What else should I know?

The following documents and verifications **must** be submitted if and when requested by the SFFD Background Investigation Unit:

1. A copy of the respective current & valid certification
2. A copy of the respective current & valid CADL (with Ambulance Driver certificate for LI & LII)
3. Verification of experience. Acceptable verification would be a letter from an employer which specifies the applicant's job title, duties, dates of employment and hours worked per week while working with that employer. Pay stubs may substitute for information regarding hours worked. However, all other information must be confirmed through an official letter from the employer and the letter must include the employer's letterhead.

Candidates who do not submit the required verifications as requested will no longer be considered qualified or allowed to participate further in the selection process.

Written Test (100%): Candidates who are invited to participate in the selection process will take a pass/fail multiple-choice test to determine their relative knowledge in job-related areas, which may include, but are not limited to, procedures and practices in emergency medicine, and current EMT techniques in field & hospital settings. Candidates who pass the Written Exam will advance to subsequent components of the selection process.

Eligible List: Candidate duration on the eligible list will be two years. A candidate must retake the written test thereafter to again be eligible. The certification rule for the eligible list resulting from this selection process will be the Rule of the List. SFFD has the authority to hire any candidate named on the eligible list ("Rule of List"). Therefore, one's placement on this list neither guarantees nor implies an offer of employment. Candidates who receive an offer of employment may waive the offer only once. A second waiver of appointment renders candidates ineligible. All candidates on the eligible list will be placed under administrative waiver until they successfully complete the Departmental Selection Process described below.

Department Selection Process

SFFD will contact eligibles to ascertain interest whenever there are vacancies to be filled in Levels I or II. Selections from the eligible list will be made by the Fire Chief or her or his designee. Criteria for selection may include the following:

- Additional Certificates
- Relevant work experience such as experience involving the performance of EMT or paramedic duties associated with medical transport for any employer within the City & County of SF

Candidates who are selected will be invited to participate in selection components such as those listed below.

Skills Assessment: The Skills Assessment will require candidates to demonstrate their relative knowledge, skill, and ability in job-related areas, which may include, but are not limited to: Basic Life Support (BLS) procedures, practices & techniques; administration of first aid, basic life support and life saving measures; recognition of signs & symptoms and knowledge of appropriate treatment action for various medical conditions & situations.

Structured Oral Interview: The SOI will assess relative knowledge, skill, and ability in job-related areas, which may include, but are not limited to current MCI standards & practice; common logistical issues; customer service; interpersonal skills; and verbal communication skills.

Chief's Interview: The Chief's Interview will be a "fit" interview including competencies such as problem solving, customer service, interpersonal skills, and verbal communication skills.

Physical Ability Test (Pass/Fail) [LI and LII]: Candidates must also complete and pass the SFFD physical ability test [PAT] in order to be considered for hire. The test will consist of job task simulation components designed to measure a candidate's ability to lift and carry 70 lbs. of equipment up and down six flights of stairs, drag a 165 lb dummy 15 ft, and unload/reload a 165 lb. stretcher in and out of an ambulance. Candidates on the eligible list will be placed under waiver until they have passed this PAT.

Local Accreditation: Applicants who are extended conditional offers of employment will undergo County EMT accreditation from the SF EMS Agency prior to their appointment to any SFFD Academy. The local accreditation will include an extensive background investigation by the SF EMS Agency. Failure to pass the local accreditation process will result in the withdrawal of the conditional employment offer or removal from the respective SFFD Academy.

Driving Record: Applicants must not have been convicted of any of the following during the period from three years prior to application up to the date of appointment: drunk driving; reckless driving; or hit and run with personal injury or property damage over \$25.00. Applicants will be disqualified if any of the following occurred or is in effect at any time during the period from one year prior to application up to the date of appointment: probation as a result of a driving-related offense; license suspension or revocation; three moving violations in 12 months; or five moving violations in 24 months.

Federal Emergency Management Agency (FEMA) ICS Certificates: Applicants who are extended conditional offers of employment will be required to submit FEMA ICS 100, 200 and 700 Course Completion Certificates prior to the start of the Academy. These courses can be taken online at www.training.fema.gov/IS/

Medical Exam: Applicants will be required to pass a medical evaluation given by the SFFD Office of Employee Health. The medical exam will include health history questionnaires and an evaluation of vision, hearing, labs, EKG, screening for drugs, and general medical condition. Applicants will be evaluated based on the Ambulance Driver Certificate requirements for medical exam. This announcement is issued in accordance with CSC Rules, Volume III, Uniformed Ranks of the SFFD and the policies & procedures of the DHR. These rules can be

obtained at <http://www.sfgov3.org/index.aspx?page=300>. Applicants must be guided solely by the provisions of this announcement, including requirements, time periods and other particulars, except when superseded by federal, state or local laws, rules or regulations. Clerical errors may be corrected by posting the correction on the DHR website <https://careers.smartrecruiters.com/CityAndCountyOfSanFrancisco1/>

The City and County of San Francisco encourages women, minorities and persons with disabilities to apply. Applicants will be considered regardless of their sex, race, age, religion, color, national origin, ancestry, physical disability, mental disability, medical condition (associated with cancer, a history of cancer, or genetic characteristics), HIV/AIDS status, genetic information, marital status, sexual orientation, gender, gender identity, gender expression, military and veteran status, or other protected category under the law.