



CITY AND COUNTY OF DENVER

Office of Human Resources
201 W. Colfax Ave., Dept. 412, Wellington E.
Webb Municipal Office Building
Denver, CO 80202

INVITES APPLICATIONS FOR THE POSITION OF:

Fire Systems Technical Specialist (General) - Denver Fire Department

An Equal Opportunity Employer

SALARY

Starting Salary:

January 2019 – November 2019	\$82,543 annually*
November 2019 – December 2019	\$87,702 annually*

Projected Future Salaries:

January 2020 – November 2020	\$90,553 annually
November 2020 – December 2020	\$95,879 annually
January 2021 – November 2021	\$98,756 annually
November 2021 – December 2021	\$104,242 annually

*These values apply to new FSTS personnel regardless of years spent in similar external roles and are negotiated by the Denver Fire Department's union, not applicants. We value your time, so please do not apply if these salaries do not meet your needs and expectations.

APPLICATION OPENING DATE: 11/19/18

APPLICATION CLOSING DATE: 12/14/18

IDEAL START DATES: 5/15/19-5/22/19

THE POSITION AND ORGANIZATION

The **Denver Fire Department** is seeking a Fire Systems Technical Specialist (General):

To Apply to this Posting: Complete our Online Technical Questionnaire (which can be found at <https://goo.gl/forms/pJWGrb0cldawLqOB2>) by the deadline of **4:30 p.m. – Friday, December 14, 2018**. Please contact Abby Rainer, Psychometrician (Police & Fire Personnel), at abbyrainer.dcsc.firepersonnel@gmail.com if you have any questions or concerns about the questionnaire.

The Denver Fire Department, one of the nation's most active and diverse public safety organizations, is offering an extremely rewarding opportunity for an entry-level Fire Systems Technical Specialist (General).

The Denver Fire Department is dedicated to providing quality, timely, and professional emergency services to those who live in, work in, and visit Denver and the communities we serve. Department personnel respect each other through trust, pride, diversity, integrity, and training. We also work together to achieve the highest levels of preparedness, prevention, and community involvement with a dedication to purpose. To learn more about the Department, please visit <https://www.denvergov.org/content/denvergov/en/fire-department-home.html>.

Fire Systems Technical Specialists (General), under the supervision of the Superintendent of Fire Alarm or Assistant Superintendent of Fire Alarm, develop, support, and maintain the Department's computer applications or perform such other duties as may be required by the Superintendent of Fire Alarm, the Assistant Superintendent of Fire Alarm, and the Fire Department Chief. Tasks may include assisting other Fire Systems Technical Specialists in their duties when needed. Fire Systems Technical Specialists (General) typically work Monday through Friday from 7:30 a.m. to 4:00 p.m., but may be required to respond to emergency calls which may occur at any time during a twenty-four hour period.

ESSENTIAL FUNCTIONS

The essential functions of a Fire Systems Technical Specialist (General) are summarized below and can be found in the *Fire Systems Technical Specialist (General) Informational Booklet* under "Essential Fire Systems Technical Specialist Functions". That booklet can be found at <https://www.denvergov.org/content/denvergov/en/civil-service-commission/job-postings/fire-systems-technical-specialist-elect-tech-.html>.

- Maintains existing applications the Department uses currently.
- Develops new applications as needed by the Department.
- Facilitates integration between Department applications as necessary.
- Serves as a technical liaison between the Department, other City Agencies and Vendors of applications used by the Department.
- Seeks ways Department functions can be enhanced by or streamlined via new applications.
- Works with Department members to ensure applications are meeting their needs.
- Makes recommendations on potential software application purchases by the Department.
- Maintains working relationships with other City Agencies to ensure Department applications conform to City standards
- Assists other Fire Systems Technical Specialists in their duties from time to time.
- Performs other Department tasks as assigned

JOB QUALIFICATIONS/REQUIREMENTS

Qualifications: In addition to the Age, Education/Experience, and Skill requirements noted below, applicants must also meet all of the Qualifications for Original Appointment as specified in Commission Rule 3* and as

outlined in the *Fire Systems Technical Specialist (General) Examination Informational Booklet*. That booklet can be found at <https://www.denvergov.org/content/denvergov/en/civil-service-commission/job-postings/fire-systems-technical-specialist-elect-tech-.html>.

Age: Applicants must be at least twenty-one (21) years of age on or before the date of application.

Experience: Applicants must have a minimum of two (2) to four (4) years of work experience in the web application development and support field. Applicants should be familiar with web page layout and design, SQL databases, and web services.

Skill Requirements: Proficiency in HTML5, CSS3, JavaScript, SQL, at least one web scripting language such as PHP, ASP, or CFML. *Basic CFML familiarity is required.*

Skill Preferences: Responsive web design, Mobile web design, Familiarity with Active Directory/LDAP, JQuery, Angular JS, Wordpress, Microsoft Office Applications.

Beneficial Skills: Understanding of Electronics, Electrical systems, and Machinist skills are helpful.

Copies of any certificates and degrees or course transcripts must be submitted with the Online Technical Questionnaire (which can be found at <https://goo.gl/forms/pJWGrb0cldawLqOB2>). The deadline for receiving the questionnaire and any supporting documentation is 4:30 p.m. on Friday, December 14, 2018.

ABOUT EVERYTHING ELSE

Hiring Steps: To apply to the position, please complete our Online Technical Questionnaire (which can be found at <https://goo.gl/forms/pJWGrb0cldawLqOB2>) by the deadline of **4:30 p.m. – Friday, December 14, 2018**. Please contact Abby Rainer, Psychometrician (Police & Fire Personnel), at abbyrainer.dcsc.firepersonnel@gmail.com if you have any questions or concerns about the questionnaire.

Selected finalists will be required to complete a Department Interview. Fire Department Interviews are anticipated to be administered on **Monday, January 14, 2019 through Friday, January 25, 2019**. Applicants who receive a “Qualified” rating on the Online Technical Questionnaire will be notified of the specific date, time, and location of their Fire Department Interview. Each applicant may opt to use Skype instead of coming in for their Fire Department Interview at the Commission’s discretion, but will be responsible for providing their own equipment and internet connection. Each applicant will need to notify Abby Rainer, Psychometrician (Police & Fire Personnel), at abbyrainer.dcsc.firepersonnel@gmail.com of their preference to use Skype as well as any conflicts with the date, time, and location assigned by **4:30 p.m. on Thursday, January 10, 2019**.

Other key hiring steps for qualified applicants include a background history check, a written suitability assignment, a polygraph/oral suitability test, a written psychological assessment, and a drug/medical screening.

Disability Accommodations: If any applicant or prospective applicant requires reasonable accommodation (per the Americans with Disabilities Act) in order to participate in any hiring process noted herein, the applicant must let Abby know in advance and in writing at abbyrainer.dcsc.firepersonnel@gmail.com and

provide supporting medical documentation. Each request will be reviewed on a case-by-case basis. The submission of a request does not necessarily mean that the request will be granted.

Military Veteran Preference Points: Military Veteran Preference points shall be awarded in accordance with Article 12, Section 15 of the Constitution of the State of Colorado. A total of either five (5) or ten (10) Veteran Preference points (no more than a total of ten points) shall be added to the converted Written Test Score and converted Oral Test Score of any applicant who qualifies. Further details regarding the awarding of Veteran Preference points are provided in the *Fire Systems Technical Specialist (General) Examination Informational Booklet*.

The successful candidate will be required to complete a minimum six-month probationary period (though benefits will be active during that time).