POSITION ANNOUNCEMENT: TECHNICIAN – INFORMATION TECHNOLOGY

Central Kitsap Fire & Rescue (CKFR), headquartered in Silverdale, Washington, is currently accepting applications to fill a new position of IT Technician. This is an outstanding opportunity to work with the IT Manager in support of technical functions across the District. The ideal candidate will demonstrate the highest standards of personal and professional conduct and be comfortable serving in a confidential position. Candidates can expect to work in an environment that is dynamic and service oriented. It is essential for the candidate to be skilled in server-based technology management, software, programming, audio-visual systems, and project management. Excellent verbal and written skills, a high level of attention to detail, the ability to train others in utilization of software programs, and ability to work positively and collaboratively with other members of the District, is required.

At time of hire, must possess and maintain a valid Washington State driver's license AND have passed a complete background investigation, driving record check, employment history verification, and reference confirmation.

SALARY AND BENEFITS:

Salary range is between $42,469.10 and $57,912.37 per year. In addition, an extensive benefit package includes medical, dental, vision and disability benefits as well as participation in the PERS Retirement Plan and employer matched contributions to a deferred compensation plan.

APPLICATION MATERIALS: (DUE no later than COB, Monday, August 21, 2017)

The following application materials must be received by any of the following methods: hand delivered, mailed, or private carrier (i.e., FEDEX, UPS, etc.) to CKFR Administration Building located at 5300 NW Newberry Hill Rd., Silverdale, WA 98383.

- Complete application from CKFR online site.
- Statement of Interest. Include current phone numbers and e-mail address.
- Resume. (three-page maximum)
- Personal and Professional References.
- Answers to the following essay questions. (no more than 1 page each)
    1. What is your experience working in an Information Technology position?
    2. What is your experience working with a Fire/EMS organization?
    3. What are your current roles in the local community?

Selected candidates will move to the next stage of the process that may include a panel interview, skill testing and/or a Fire Chief Interview.

See below for details regarding location and requirements for position

Description of District:

Located in Silverdale, Washington, directly west of Seattle across the Puget Sound, this progressive combination fire district serves a growing population base of approximately 70,000 residing within its 115 square miles of jurisdiction. A budget of $19.3 million currently allows the 81 career, 65 volunteers, and 21 administrative members to offer a full range of emergency services. These services include fire suppression, public education, technical rescue, hazardous materials, wildland–interface suppression, and full emergency medical services for advanced life and basic life support responses including transport. CKFR provides emergency response services from ten fire stations, five career/volunteer staffed stations and five all volunteer staffed stations. A co-owned administrative campus shared with Silverdale Water District is comprised of two shared facilities and serves as the district's administrative facility and vehicle maintenance facility. On average, there are 7,000 annual calls for service, with approximately 75 percent being advanced life support and basic life support responses.

Qualifications/Requirements for the successful applicant include:

- Must hold or be able to obtain a valid Washington driver's license.
- Must pass a thorough background investigation.
- Must be a non-smoker.
- Must have a high school diploma. An AA degree or higher is preferred.
- Must be bondable and insurable.
- IT certifications such as A+, Network+, Security+, Cisco etc. is preferred.
- Experience with IT in a public/non-profit sector environment is preferred.

The applicant must have demonstrated experience, skills, and characteristics, which include:

- High level of experience and enthusiasm to support the IT functions of CKFR District.
- High level of professionalism, work ethic and trustworthiness to be assigned confidential work.
- Ability to build and maintain effective working and interpersonal relationships with the community, District personnel, other public safety and political entities, and superiors.
- Ability to support vision, goals, and objectives in accordance with Board policy.
- Demonstrated skills with servers, software applications of various kinds, project management and customer service.
- Ability to function independently when assigned program goals by the IT Manager.
- Ability to trouble-shoot and problem solve many kinds of issues that arise with computers, servers, copiers, printers and software applications.

Physical Requirements and Working Conditions:

- The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- There is a current job description in effect for this position, which may be modified prior to the effective hiring date.
- Work is generally performed in an office environment, but may also require driving to other District facilities. Attending to issues that arise will occasionally require a flexible and varied schedule.
- The ability to drive, lift 25 pounds, crawl under desk workstations, work in and around fire apparatus or sit or stand for extended periods of time is required.
- Work involves walking, talking, hearing, using hands to handle, feel, or operate objects, and reach with hands and arms. Vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- The noise level in the work environment is usually moderately quiet while in the office, but may vary greatly at other District facilities.

The application packet, must be received in its entirety no later than Monday, August 21, 2017 at 4:30 p.m. It may be hand delivered, mailed, or sent by private carrier (i.e., FEDEX, UPS, etc.). Please address your packet to:

Lindsay Anderson
Central Kitsap Fire & Rescue
5300 NW Newberry Hill Rd.
Silverdale, WA 98383

Tentative Schedule:

Application Beginning Date	June 30, 2017
Application Closing Date	August 21, 2017
Testing/Interview process	September 11-15, 2017
Anticipated first day of employment with CKFR	October 1, 2017

Central Kitsap Fire & Rescue is an Equal Opportunity Employer and encourages applications
from all persons without regard to race, creed, color, national origin, religion, sex, age,
marital status, disability, sexual orientation, or veteran status including disabled veterans of the
Vietnam era. CKFR provides reasonable accommodation to its employees
and the public with disabilities, including disabled veterans.

For More Information: Email HR Assistant Manager Lindsay Anderson at landerson@ckfr.org, 360.447.3570 or call Central Kitsap Fire & Rescue 360.447.3550.