



CAREER OPPORTUNITY

# City of El Segundo

CALIFORNIA



INVITES APPLICATIONS FOR THE POSITION OF:

## BATTALION CHIEF

350 Main Street, El Segundo, CA 90245 310-524-2381 - [hrstaff@elsegundo.org](mailto:hrstaff@elsegundo.org)

APPLICATIONS MAY BE FILED ONLINE AT: <http://www.elsegundo.org>

## THE COMMUNITY

The City of El Segundo is ideally located on the Santa Monica Bay encompassing over five square miles, spanning from Los Angeles International Airport on the north, the City of Manhattan Beach on the south, the Pacific Ocean on the west and the unincorporated area of Del Aire and City of Hawthorne east of Aviation Boulevard.

A small group of representatives from Standard Oil Company in the early 20th century was the impetus behind the founding of the City. El Segundo is Spanish for “the second” which was the name given to the community when then Standard Oil built its second California oil refinery here in 1911. Since its incorporation on January 18, 1917, the City has evolved from a working-class refinery town on the edge of Los Angeles to one of California’s most dynamic and diversified economic engines. Today El Segundo is renowned for its quaint small-town atmosphere surrounded by a thriving business environment that caters to some of the nation’s most prestigious corporations.

As a regional center for commerce, El Segundo’s daytime working population exceeds 75,000 with additional visitors staying at the City’s 15 hotels. A high concentration of Fortune 500 companies such as AT&T, Gilead (Kite Pharma), Mattel, Northrop Grumman, Boeing, and Raytheon as well as entertainment, media, medical, professional sports franchises, financial, and aerospace organizations such as the Los Angeles Lakers, Los Angeles Kings, Los Angeles Times, and Los Angeles Air Force Base call El Segundo home.

## THE ORGANIZATION

El Segundo is a General Law city that operates under the Council-Manager Form of Government. The City is governed by a five-member City Council elected at large, on a non-partisan basis, to four-year overlapping terms. The position of Mayor is selected by Council Members and serves a two-year term. The City Manager is appointed by the City Council to serve as the organization’s CEO. The City delivers a comprehensive range of municipal services

through nine major departments (including police and fire) with approximately 362 full-time equivalent employees and a total budget of over \$130 million. The El Segundo Fire Department operates two fire stations in the City. Station 1 district covers the west side of town and Station 2 district covers the east side of town with Pacific Coast Highway as the dividing line. Station 1 houses Engine 31, Rescue 31, and Battalion 31. Station 2 houses Engine 32, Rescue 32, and Truck 32. The Type 1 Heavy USAR and the REMS vehicle are staffed as needed for an emergency incident.

## THE POSITION

The Battalion Chief is supervisory position reporting directly to the Fire Chief. Under general direction, this position plans and manages designated operations of the City’s Fire Department in providing fire suppression, fire prevention, inspection, emergency medical services, emergency management and/or environmental safety programs. This position may respond as a Incident Commander to surrounding cities.



## THE IDEAL CANDIDATE

The ideal candidate will have strong communication skills, excellent relationship-building abilities, and an accessible leadership style. He/she will have the ability to “hit the ground running” to effectively represent the Department and organization in contacts with a broad range of internal and external stakeholders, be an honest and ethical leader, capable of garnering the trust and respect of colleagues, employees, and the public, be commitment to create a culture of collaboration, teamwork, and trust

throughout the organization. The ideal candidate will lead by example, embraces the role of a coach and mentor to subordinate employees, support employees and encourages professional development and growth, promotes partnerships with other City Departments and the City Manager, promotes a clear vision for the future of the department and inspires and influences others to participate in this shared vision.



## QUALIFICATION GUIDELINES

Candidates for in-house Battalion Chief promotional examinations shall be required to have eight (8) years experience in the fire service including (4) four years as a Fire Captain, and possess a Bachelor's Degree, or ten (10) years of service as a Fire Captain with the El Segundo Fire Department. If the promotional testing is declared to be open-competitive, the requirements for outside candidates shall be equivalent to the educational requirements, and/or equivalent to the time in rank in a full-time professional fire department.

**Certificate:** Possession of current EMT and CPR Certifications, a valid Class C California Driver's License and a satisfactory driving record. State Chief Officer Certification, or equivalent, is desirable.

## COMPENSATION AND BENEFITS

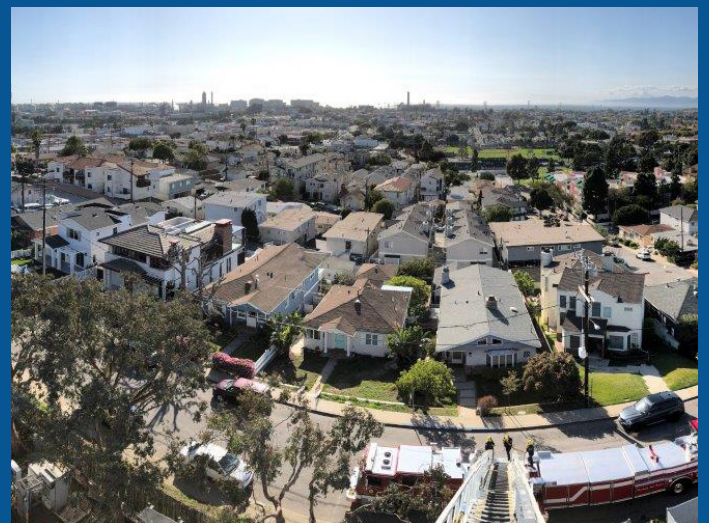
The salary for this position is \$13,041 to \$15,649 per month with placement in the range dependent on qualifications. The Battalion Chief is a full-time position in the City's Management and Confidential Group (unrepresented employee group) with the following benefits package:

**Work Schedule:** This position will work 56 hours on a 48/96 schedule.

**Retirement:** California Public Employee Retirement System (CalPERS) plan which offers reciprocity between agencies. Classic Tier II employees, who have been in the CalPERS system and are new to the City of El Segundo, will receive 2.7%@57 formula. Classic employees are required to contribute 12% of pensionable income towards their retirement benefit.

**Medicare:** Federal mandate requires all employees hired or rehired by any government agency on or after April 1, 1986 to participate in Medicare. The City matches the employee's Medicare contribution, which is 1.45% of salary.

**Health Benefits:** The City provides health plans through CalPERS medical, Metlife for dental, and VSP for vision. Effective February 1, 2022, a monthly contribution of \$1,650 is provided (\$735 per month for medical and \$915 per month for flex dollars).



Flex dollars may be used towards medical premiums and deferred compensation. Employees pay the balance of the medical premiums through a pre-tax payroll deduction.

**Leave Benefits:** Vacation Leave is earned at a rate of 3.69 hours per pay period. After passage of probation, accrual is based on total time worked in a CalPERS agency. Sick Leave is earned at 8 hours per month.

**Executive Leave:** Executive leave of 56 hours per calendar year. There is no cash value to this leave.

**Holidays:** Twelve (12) paid holidays including one floating holiday which is added to your leave bank on January 1 every year.

**Cell Phone Stipend:** \$80 per month or City phone provided.

**Life Insurance:** City paid policy of \$50,000.

**Flexible Spending and Dependent Care Accounts:** Optional participation.

**Section 457 Deferred Compensation Plan:** Optional participation in ICMA-RC plan.



## APPLICATION & SELECTION PROCESS

Candidates must submit the required City online employment application, attach a copy of resume, current EMT and CPR certifications, State Chief Officer Certification, and respond to the Supplemental Qualifications Questionnaire by February 10, 2022 at 5:00 p.m. Failure to attach a copy of your certifications and resume, respond to the Questionnaire and submit an online application will disqualify the candidate. Applicants providing any additional sup-

plemental material with their application must attach their materials at the time of application filing. All properly submitted employment application packets will be reviewed and evaluated. Only those candidates who appear to be the most qualified and most closely meet the needs of the City will be invited to the testing process.

## EXAMINATION PROCESS AND TESTING

All of the following dates are tentative until qualifying candidates receive their written confirmation from the Human Resources Department. All correspondence will be via e-mail using the e-mail address provided on the online employment application.

COMPONENT	WEIGHT %
Written Exercise	20%
Tactical Exercise(s)	40%
Structured Technical and Career Preparation Interview	40%

\*Candidates must pass each phase in order to be placed on the eligibility list.

The City of El Segundo is an Equal Opportunity Employer.



## APPLY HERE

APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.elsegundo.org>

OUR OFFICE IS LOCATED AT:  
350 Main Street, El Segundo, CA 90245  
310-524-2381 | [hrstaff@elsegundo.org](mailto:hrstaff@elsegundo.org)