



JOB #:20-1334
Position #:60214-T
Fire Department

JOB ANNOUNCEMENT

COVID-19 Emergency Worker I-II

Short Term / Intern Temp Up to 37.5 hours per week \$19.72-\$22.47 per hour (DOQ)

Information

Capital City Fire & Rescue is recruiting for multiple temporary workers to assist with public health outreach and screening for COVID-19 at the Juneau Airport. These Emergency Public Health Worker positions have been created specifically to assist the City & Borough of Juneau in responding to the impacts of the COVID-19 pandemic.

Please consider applying today!

Job Responsibilities

What you will be doing:

- Greeting incoming travelers;
- Checking documentation; (Quarantine paperwork for travelers)
- Assisting travelers through the airport screening process;
- Providing general information about COVID-19 and CBJ/SOA traveler requirements;
- May run errands in support of the emergency operation.

We are looking for individuals who have/are:

- Excellent communication and customer service skills
- Ability to interact with a wide variety of people/travelers
- Be skilled with conveying information to people/travelers effectively
- Dependable and reliable
- Friendly and approachable
- Comfortable approaching people/travelers they do not know

When you will be working:

A variety of shifts will be available to workers that will include daytime and evening hours. Flexible, part time and some full time shifts are available.

Where you will be working:

Workers will be located at CCFR outreach stations located at the Juneau International Airport. Stations are located just outside of security. Parking will be provided.

As the public health situation changes those hired into these positions may also be assigned other related duties as necessary or moved to other locations. All new hires will be provided with training, and trained in the use of personal protective equipment (PPE).

Minimum Qualifications

MINIMUM QUALIFICATIONS**Emergency Worker I****Range 10**

Education: High School Degree or equivalent.

Experience: As determined by the Operations Section Chief or their designee, any combination of education and experience that would provide the knowledge, skills and abilities as well as possession of any required licenses or certifications to perform the duties needed in response to an evolving public health emergency. Documentation is required to support such qualifications. (Applicants should provide information in their application articulating how their experience qualifies them for the duties listed in the job posting).

Emergency Worker II**Range 12**

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Education: High School Degree or equivalent.

Experience: Any combination of experience or post-secondary education totaling one (1)

year that included: Paid or unpaid experience (including volunteers/interns) in a human service, health, public safety, or related field.

*The Operations Section Chief or their designee will determine whether an applicant's post-secondary education is considered applicable to the requirements of the position. Applicants using post-secondary education may qualify on the basis of 3 semester or 4 quarter school credits equating to one (1) month of experience.

Special Notes

SPECIAL NOTE:

In addition, applicants may be required to interact with COVID-19 positive citizens with appropriate personal proactive equipment (PPE). Applicants should take this into consideration when applying for these positions.

This is an hourly temporary emergency position created to for the sole purpose of responding to the COVID-19 Public Health emergency. In accordance with City & Borough of Juneau Personnel Rule 5 PR 010. "Emergency Appointment" of these type of positions do not qualify for health or life insurance, leave or holiday pay. An emergency appointment may not exceed the duration of the emergency.

Closing Date

Open Until Filled.

Where to Apply

Mail completed application to:

City and Borough of Juneau
Human Resources & Risk
Mgmt. Department
155 South Seward St.
Juneau, AK 99801

[Website](#)

OR

Visit [our employment website](#) for instructions on how to submit an electronic application (web or email).

Drop off completed application to:

City and Borough of Juneau
Human Resources & Risk
Mgmt. Department
107 Municipal Way, Suite 101
Juneau, AK 99801

OR

Fax completed application to:
(907) 586-5392

Equal Opportunity Employer

The City and Borough of Juneau is an Equal Opportunity Employer. The CBJ also complies with Title I of the American's with Disabilities Act (ADA). Individuals with disabilities, who require accommodation to apply for this position can contact the City & Borough of Juneau Human Resources/Risk Management HR Office at (907)586-0227, via email at employment@juneau.org or written correspondence to 155 South Seward, Juneau, AK 99801.