

TOWN OF SAN ANSELMO RESOLUTION NO. 550

RESOLUTION APPOINTING MILDRED M. SCOGGINS DEPUTY
COMPTROLLER OF THE TOWN OF SAN ANSELMO

WHEREAS, MILDRED M. SCOGGINS, is a qualified and competent person to hold and fulfill the duties of Deputy Comptroller of the Town of San Anselmo:

NOW, THEREFORE BE IT RESOLVED that the premises and facts stated above are true, and

BE IT FURTHER RESOLVED THAT MILDRED M. SCOGGINS be, and is hereby appointed to fill the position of Deputy Comptroller under Classification 16, Range E and such appointment and duties as Deputy Comptroller to be in addition to permanent Civil Service Position as Deputy Clerk in the Classified Services of the Town of San Anselmo now held by Mildred M. Scoggins and the salary shall be \$297.00 per month which shall be the compensation for such combined duties.

I, Irma B. Anderson City Clerk do hereby certify that the above and foregoing Resolution No. 550 was duly passed and adopted at an adjourned meeting of the San Anselmo City Council held on the 20th day of February 1952 by the following vote:

Ayes: Councilmen: Skinner, Cohn, O'Mara, Smith and Booth
Noes: Councilmen: None
Absent: None

Irma B. Anderson
City Clerk

"NOTICE OF CIVIL SERVICE EXAMINATION"

NOTICE IS HEREBY GIVEN, that on Feb 2, 1952 the Town of San Anselmo, will conduct examinations for an eligible list for the position of Fireman in the Department of Fire in the Classified Service of the Town of San Anselmo, as follows, to wit:

FIREMAN, FULL TIME, CLASSIFICATION 18 RANGE C, STARTING salary \$297.00 PER MONTH.

DUTIES: Under general supervision to operate a fire truck and fire-fighting equipment; to fight fires and to engage in fire prevention; and to do other work as required.

QUALIFICATIONS: Responds to fire alarms with his company; drives truck; locates truck at proper sight near fire; operates engine pumping equipment; lays hose line; operates a nozzle and plays stream of water on the fire; raises, lowers, and climbs ladders; ventilates buildings to drive out smoke and gasses, forcing entry when necessary; renders first aid; attempts rescue of persons trapped in fire; assists in salvage and clean-up activities; drives rescue truck equipped with emergency and first aid apparatus; maintains fire trucks, rescue trucks and all other equipment in good working order, making all repairs except major overhauls; cleans and makes minor repairs and alterations to fire house and living quarters; drills in use of equipment and improved techniques; operates two-way fire and police radio.

REQUIREMENTS: Examinations are open to all male applicants who are strong, active, physically sound, in good health, of good appearance, character and habits, between the ages of 21 and 40 years of age at the time of filing the application, and who are citizens of the United States of America, residents of the Town of San Anselmo for a continuous period of one year immediately prior to the date of the examination, graduate of an accredited high school or equivalent education, and who are not disqualified by the requirements set forth in Rule IV of the Rules and Regulations, (these rules chiefly pertain to the applicants mental, moral and physical nature and to his previous behaviour and conduct.)

SAID EXAMINATIONS will be held at the City Hall, in the Town of San Anselmo commencing on Feb. 2, 1952 and will consist of the following parts and subjects, with the weight of each part or subject, if any, set forth as follows, to wit:

1. Applicants must pass medical examination.
2. Applicants must pass physical and agility tests.
3. Written tests designed to test the ability and understanding of the following subjects:

Ability to understand, remember and follow oral instructions.
Observation and memory. Aptitude for fire work, and judgement and ability to understand written instructions.....Weight 35

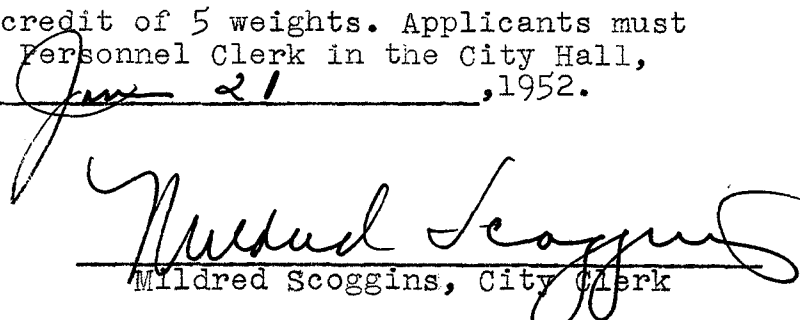
Oral Interview.....Weight 40

Volunteer Duty with San Anselmo Fire Dept.....Weight 25

Total Weights 100

Passing Grade of 70% is required.

Veterans of World War II receive a credit of 5 weights. Applicants must file a written application with the Personnel Clerk in the City Hall, Town of San Anselmo on or before June 21, 1952.


Mildred Scoggins, City Clerk