FACT SHEET

Firefighter/Paramedic $68,860.00

Entry Level Testing - Orientation

September 23, 2023

Closing Date for Applications delivered to the Fire Department ST 1 – 09/15/2023 by 3:00 pm.

**Requirements:**

All applicants must meet the following requirements:

1. At the time of filing an application, must be at least 21 years of age and must be less than 35 years of age, unless the applicant is exempt from that age limitation under Section 10-2.1-6.3 of the Act.
2. High School Grad/GED: required. Possess 20/20 corrected vision.
3. Must be a resident of the State of Illinois or relocate within 6 months of hiring.
4. Must have a valid Driver’s License
5. Valid Paramedic License issued by Illinois Department of Public Health at the time of hire or within six months from the date of hire. Valid CPAT and Ladder Climb certificates as licensed and approved by the International Fire Chief’s Association and the International Association of Fire Fighters and issued within one year of the testing deadline.
6. If needed, candidates will be sent to the fire academy and must pass as a condition of employment. Candidates who have completed a fire academy within the past 3 years may be exempt.

**Testing Procedure**:

All applicants must attend the **mandatory orientation meeting**. The orientation meeting will begin promptly at **8:30am**. Orientation, written test and subjective evaluation will be conducted at Bedford Park Fire Department Station #1 located at 6820 South Archer Road, Bedford Park, IL

1. Written Test

The written test will begin at exactly 9:00 am on Saturday, September 23, 2023 – Immediately following the mandatory Orientation. Once the door closes no other persons will be allowed in to take the exam. Applicants must have a government issued picture ID at sign-in. The passing grade for the exam will be 70%. Candidates scoring 70% or above will be assigned a date/time for the subjective (oral interview) portion of the exam to be held Monday, September 25, 2023 at 5:30 pm.

1. Subjective Evaluation

The oral interview will be conducted by assessors from the testing agency. A member of the fire department administration may also be present. Scores from the subjective evaluation will be added to the written score to establish the preliminary eligibility list.

1. Preliminary Eligibility List

The Preliminary Eligibility List shall be posted no later than 30 days following the conclusion of

the subjective evaluations. A copy of the list shall be emailed and posted on the FD website.

1. Preference Points

It shall be the responsibility of the candidate to submit their request for preference points no later

than ten (10) business days following the posting of the Preliminary Eligibility List, using the

department form furnished to them following the test. Candidates that do not make the request

for preference points within the prescribed time shall be deemed to have waived their claim.

**Final Eligibility List:**

The final eligibility list shall be approved by the Board and posted no more than 30 days following the

10- day preliminary posting time. The final list shall expire 2 years from the date of approval by the

Board. At that time all names still on the list shall be struck from it.

**Conditional offers of employment:**

Whenever the Board has approved for the filling of a position at the fire department, the Fire Chief will

be authorized to make a conditional offer of employment to the next candidate on the list of eligibles.

All persons on the list of eligibles can pass on the job offer once. Any candidate passing on a job offer a

second time shall be struck from the list. Any persons not responding to repeated attempts from the Fire

Chief to make a conditional offer of employment shall also be struck from the list after not responding

for ten (10) business days. It shall be the candidate’s responsibility to update the contact information on

record with the fire department. Candidates will be struck from the list if they do not possess the required

CPAT and Ladder Climb certificate at the time they are contacted for conditional employment.

Following the acceptance of a conditional offer of employment, the candidates will be subjected to

additional employment screening to include, but not limited to, polygraph, psychological examination,

drug screening, and medical screening. Candidates passing all phases of the pre-employment screening

will be offered probationary employment.