

City of Moline, IL



Firefighter/Paramedic Recruitment



www.moline.il.us

Application Deadline: Friday, September 18, 2020 at 5:00 PM

No minimum licensing requirement to test!

Salary and Benefits:

- EMT-Basic or RN pursuing Pre-Hospital RN (PHRN) Starting Pay: \$50,116.76
- EMT-Paramedic or PHRN Starting Pay: \$55,116.69
- Excellent Health Benefits and Pension
- Uniform Allowance: \$400/year

Education Assistance:

- Up to \$5,000 for employees hired but not licensed as an EMT-Paramedic or PHRN
- Employee must agree to stay with the City of Moline for 3 years. If employee leaves before 3 years, education assistance must be repaid on a pro-rated basis.

Licensing Requirements to be Hired:

- State of Illinois EMT-Basic or Registered Nurse within 2 years of becoming a Pre-Hospital Registered Nurse (PHRN). Up to 6 candidates may be hired in this licensing category.
- State of Illinois EMT-Paramedic or PHRN

Probationary Period and Residency:

- All new employees will serve a probationary period of not less than 1 year and no more than 2 years.
- New employees not licensed as an Illinois EMT-Paramedic or PHRN will be required to become licensed as such within 2 years of hire.
- All new employees must become certified as a Firefighter II or Basic Operations Firefighter in the State of Illinois during their probationary period.
- Must live within a 20-mile radius of 1630 8th Avenue in Moline within 6 months of successful completion of probationary period (includes Illinois and Iowa).

Firefighter/Paramedic Testing Schedule

Application Due	Friday, September 18 th at 5 p.m.
Written Examination	Friday, September 25 th or Saturday, September 26 th
Oral Interview	TBD – anticipated October 2020

Employment Application

- The City of Moline only accepts online applications at www.moline.il.us.
- Study guides for the written examination are available for pick up at City Hall (619 16th Street, Moline, IL 61265) upon completion of the application, or will be mailed upon request. Study guides should be returned at the written examination.

Candidate Physical Ability Test (CPAT)

- Candidates must present a valid CPAT card issued within 1 year prior to the date of the written examination.
- A CPAT card can be obtained locally for **FREE** (see next page for dates and more information).
- CPAT cards can also be obtained from accredited agencies nationwide. Facilities in Illinois include: NIPSTA (www.nipsta.org), National Testing Network (www.nationaltestingnetwork.com), SUFD (<https://sufd.org/>), and CIFCA (<https://centralillinoisfirechiefs.com/Default.aspx>).

Ladder Climb and Written Examination

Date: Friday, September 25, 2020

1:00 p.m. **Ladder Climb** (*Those who already have proof of successful completion of the ladder climb exercise at another certified CPAT testing facility do NOT need to attend this portion.*)

The ladder climb will be conducted in the parking lot in front of the Moline Public Library.

2:00 p.m. **Written Examination**

OR

Date: Saturday, September 26, 2020

8:00 a.m. **Ladder Climb** (*Those who already have proof of successful completion of the ladder climb exercise at another certified CPAT testing facility do NOT need to attend this portion.*)

The ladder climb will be conducted in the parking lot in front of the Moline Public Library.

9:00 a.m. **Written Examination**

Location: Moline Public Library (3210 41st Street, Moline, IL 61265)

1. Report ahead of time. **Late arrivals will not be allowed to participate.**

2. Bring a valid driver's license.

3. Bring a valid CPAT card and proof of completion of ladder climb (if applicable).

Ladder climb: wear long pants, t-shirt or sweatshirt and footwear without an exposed heel or toe.

No shorts, sandals or loose or restrictive jewelry.

4. Bring face covering.

5. Bring two sharpened #2 pencils.

6. Bring study guide.

Oral Interviews

Applicants with a score that is at or above 70% on the written examination will be eligible for an oral interview.

All applicants are required to meet the deadlines, tests and events outlined in the recruitment process of the Rules and Regulations of the Board of Fire & Police Commissioners. Failure to complete any portion of the process will result in disqualification; therefore, there will be no variations in the schedule.

CPAT Testing Schedule

The Cities of Moline, East Moline, and Rock Island Fire Departments will be holding a **FREE** Candidate Physical Ability Test (CPAT).

This process will take up to eight (8) weeks to complete, and begins with an orientation session on **Saturday, July 18, 2020**. A ladder climb test will also be offered during the process.

Each City's Human Resources Departments may accept CPAT cards from another licensed facility as part of the application process; however, this will be the only opportunity to complete the CPAT locally.

Date	Time	Session
Saturday, July 18, 2020	8:00 AM	Orientation Session 1
Saturday, August 1, 2020	8:00 AM	Orientation 2/Station Practice
Saturday, August 15, 2020	8:00 AM	Timed Practice Session 1
Saturday, August 29, 2020	8:00 AM	Timed Practice Session 2
Saturday, September 12, 2020	8:00 AM	Final Test Day

All sessions will be held at the QCCA Expo Center (2621 4th Avenue, Rock Island, IL 61201).

The CPAT consists of eight critical physical tasks that simulate actual job duties of a firefighter.

- Stair Climb
- Hose Drag
- Equipment Carry
- Ladder Raise and Extension
- Forcible Entry
- Search
- Rescue
- Ceiling Breach and pull

CPAT is measured on a pass/fail basis. Candidates who successfully pass the CPAT and ladder climb test will receive a certificate of completion that will be valid for twelve (12) months.

Contact Rock Island Fire Chief, Jeff Yerkey, at 309-732-2800 (ext. 6) or yerkey.jeffrey@rigov.org for more information and to register for the CPAT.

Firefighter/Paramedic

General Requirements and Testing Procedures

The City of Moline conducts examinations every other year to establish a Firefighter/Paramedic eligibility register. Applications, which are available in the Employment section of the City of Moline website during a given time period, must be completed and submitted by the required deadline to be eligible to test.

All applicants must be:

- citizens of the United States.
- at least 20 years of age. Candidates will not be appointed until reaching 21 years of age.
- under 35 years of age with the following exceptions:
 - If a person is placed on an eligibility list and becomes over-age before being appointed, the person remains eligible for appointment until the list is abolished.
 - If a person was previously employed as a full-time firefighter in a regularly constituted fire department of (i) any municipality or fire protection district located in Illinois, (ii) a fire protection district whose obligations were assumed by a municipality under Section 21 of the Fire Protection District Act, or (iii) a municipality whose obligations were taken over by a fire protection district.
 - If a person has served a municipality as a regularly enrolled volunteer, paid-on-call, or part-time firefighter for the five (5) years immediately preceding the time that the municipality begins to use full-time firefighters to provide all or part of its fire protection service.
 - If a person who turned 35 while serving as a member of the active or reserve components of any of the branches of the Armed Forces of the United States or the National Guard of any state, whose service was characterized as honorable or under honorable, if separated from the military, and is currently under the age of 40.
- have 20/20 correctable vision.
- have a current and valid Candidate Physical Ability Test (CPAT) card by the time of the written exam.

To be hired, candidates must:

- be licensed in the State of Illinois as an EMT-Basic or a registered nurse less than two (2) years from obtaining a pre-hospital RN license (up to 6 total in the department); or
- be licensed in the State of Illinois as an EMT-Paramedic or a pre-hospital RN.

Candidates will be required to successfully complete events as required by the Rules and Regulations of the Board of Fire and Police Commissioners such as a physical ability test, written examination, oral interview and background/reference check, in order to be placed on the eligibility list for the position of Firefighter/Paramedic. A copy of said Rules and Regulations may be obtained at City Hall, 619 16th Street, in the Human Resources Office for review. Psychological and medical evaluations and a drug screen are given at the time of appointment. All Firefighter/Paramedics must live within a 20-mile radius of 1630 8th Avenue, Moline, Illinois within six (6) months after successful completion of their probationary period.

Physical Ability Test

All applicants shall provide proof of the successful completion of the Candidate Physical Ability Test (CPAT) and ladder climb exercise by a licensed facility. For purposes of this Article VI, the Physical Ability Test shall be comprised of both the CPAT and ladder climb exercise.

Applicants must provide proof of successful completion of the CPAT by licensed facility issued within one (1) year prior to the date of the written examination.

Additionally, all applicants shall provide proof of the successful completion of the ladder climb exercise, in accordance with Illinois state statute, within one (1) year prior to the date of the written examination. Applicants not having completed the ladder climb exercise prior to the date of the written examination will be allowed to complete the ladder climb exercise on the date of the written examination. Applicants shall be graded on the basis of pass-fail.

Both the CPAT and ladder climb exercise must be successfully completed before applicants will be allowed to take the written examination. Applicants who are unable to provide proof of both the CPAT and ladder climb exercise on the date of the written examination will not be permitted to continue in the testing process.

Written Examination

Study guides for the written exam are available for pick up at City Hall, 619 16th Street, Moline, upon completion of the application. If you selected in your application to have a study guide mailed to your home address, it will be mailed following the application deadline. When taking the examination, applicants **must** present a valid driver's license for identification purposes, a valid CPAT card issued within one year of the date of the written exam and should return the study guide at this time. **Applicants not receiving a score that is at or above 70% on the written exam shall have failed and will not proceed to the oral interviews.**

Oral Interview

Applicants having successfully completed the physical ability test and written exam shall be scheduled for an oral interview with the Board of Fire and Police Commissioners. The Board of Fire and Police Commissioners is a three-member citizen board appointed by the Mayor with the consent of the City Council. This Board is responsible for the examinations for appointment in the Fire and Police Departments.

Preference Points

After the completion of the physical ability test, written exam and oral interviews, applicants will have the opportunity to claim preference points in the following categories:

- *Veteran preference* – 5 points for applicants engaged in military service for the United States for at least 1 year of active duty and who were honorably discharged. DD214 long form required as proof.
- *Educational preference* – 1 point for an associate's degree in fire service or emergency medical services or 2 points for a bachelor's degree. No candidate shall receive more than 2 points for educational preference.
- *Paramedic preference* – 1 point for applicants who are certified as an Emergency Medical Technician-Paramedic (EMT-P)
- *Experience preference* – Applicants employed by the City of Moline, Illinois, who have been paid-on-call or part-time certified Firefighter II/Basic Operations Firefighter, State of Illinois or nationally licensed EMT-B or EMT-I, or any combination of those capacities shall be awarded 0.5 points for each year of successful service in one or more of those capacities, up to a maximum of 1 point. Applicants employed by the City of Moline, Illinois, who have been certified Firefighter III/Advanced Technician Firefighter and State of Illinois or nationally licensed paramedics shall be awarded 1 point per year up to a maximum of 2 points. Applicants from outside the City of Moline, Illinois, who were employed as full-time

firefighters or firefighter-paramedics by a fire protection district or another municipality for at least 2 years shall be awarded 5 experience preference points.

Upon the furnishing of verifiable evidence and proof of qualifying preference credit, preference points will be added to each candidate's final grade after the physical ability test, written examination and oral interview. Candidates who are eligible for preference credit shall make a claim, in writing, to the Human Resources Office within 10 days after the posting of the initial eligibility list, or the claim shall be deemed waived.

Eligibility Registers

The Commissioners will approve three (3) eligibility registers as outlined below:

1. *Preliminary eligibility register.* An applicant shall be placed on this list based on the successful completion of the physical ability test and the applicant's score on the written examination.
2. *Initial eligibility register.* An applicant shall be placed on this list based on the successful completion of the physical ability test, the applicant's score on the written examination and the applicant's results on the oral interview.
3. *Final eligibility register.* Applicants shall be ranked on the final eligibility register in the order of their relative excellence based on the highest to the lowest total points scored on the written examination, oral interview and preference points.

At the time a vacancy occurs, a background investigation and reference check are completed. The Fire Chief recommends the highest ranked candidate from the final eligibility register, provided said candidate meets all requirements. If the Board has reason to conclude that the highest ranked person fails to meet the minimum standards for the position or if the Board believes an alternate candidate would better serve the needs of the department, then the Board has the right to pass over the highest ranked person and appoint either: (i) any person who has a ranking in the top 5% of the final eligibility register or (ii) any person who is among the top 5 highest ranked persons on the final eligibility register if the number of people who have a ranking in the top 5% of the final eligibility register is less than 5 people. The selected candidate is made a conditional offer of employment and must pass a medical evaluation with a drug screen and a bonafide, valid, job related psychological evaluation prior to appointment. If more than one (1) year has elapsed from the time of the physical ability test, the selected candidate must again pass such test again.

Background Investigation

A background investigation is conducted by the Fire Department and consists of reference checks, including past employers and personal references, a credit history check and a criminal history record check. The Human Resources Office will verify that the application material provided by each applicant is accurate.