

# City of Moline, IL



## Firefighter/Paramedic Recruitment



[www.moline.il.us](http://www.moline.il.us)

Application Deadline: Friday, May 26, 2023 at 5:00 PM  
*No minimum licensing requirement to test!*

### **Salary and Benefits:**

- Salary Range: \$53,790 - \$90,978
- No License Starting Pay: \$53,790
- EMT-Basic or RN pursuing Pre-Hospital RN (PHRN) Starting Pay: \$56,790
- EMT-Paramedic or PHRN Starting Pay: \$59,790
- Excellent Health Benefits and Pension
- Uniform Allowance: \$700/year

### **Education Assistance:**

- The City of Moline will enroll the employee in certified programs to obtain their Emergency Medical Technician-Basic license and Emergency Medical Technician-Paramedic license or PHRN license and will cover the cost of the programs.
- 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.

### **Probationary Period and Residency:**

- All new employees will serve a probationary period of not less than 1 year.
- 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 40-mile radius of 1630 8<sup>th</sup> Avenue in Moline within 6 months of successful completion of probationary period (includes Illinois and Iowa).

# Firefighter/Paramedic Testing Schedule

<b>Application Due</b>	Friday, May 26, 2023 at 5:00 p.m.
<b>Written Examination</b>	Friday, June 2 (Moline Police Department) <b>OR</b> Monday, June 5-Thursday, June 8 (@Home testing – additional details will be provided)
<b>Oral Interview</b>	June 23, 2023 – times to be determined
<p><b>Employment Application</b></p> <ul style="list-style-type: none"> <li>The City of Moline only accepts online applications at <a href="http://www.moline.il.us">www.moline.il.us</a>.</li> <li>Study guides for the written examination will be emailed.</li> </ul>	
<p><b>Candidate Physical Ability Test (CPAT)</b></p> <ul style="list-style-type: none"> <li>Candidates are encouraged to present a valid CPAT card issued within 1 year prior to the date of the written examination. <b>A valid CPAT card is required before an offer will be made.</b></li> <li>A CPAT card can be obtained locally for <b>FREE</b> (see next page for dates and more information).</li> <li>CPAT cards can also be obtained from accredited agencies nationwide. Facilities in Illinois include: NIPSTA (<a href="http://www.nipsta.org">www.nipsta.org</a>), National Testing Network (<a href="http://www.nationaltestingnetwork.com">www.nationaltestingnetwork.com</a>), MABAS 24 (<a href="http://www.mabas24.org/">http://www.mabas24.org/</a>), SUFD (email: <a href="mailto:CPAT@sufd.org">CPAT@sufd.org</a>), and CIFCA (<a href="https://centralillinoisfirechiefs.com/Default.aspx">https://centralillinoisfirechiefs.com/Default.aspx</a>).</li> </ul>	
<p><b>Ladder Climb and Written Examination</b></p> <p><b>Date:</b> Friday, June 2, 2023</p> <p>8:00 a.m. <b>Ladder Climb</b> (<i>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.</i>) The ladder climb will be conducted in the parking lot next to the Moline Police Department.</p> <p>8:30 a.m. <b>Written Examination</b></p> <p><b>Location:</b> Moline Police Department – Community Room (1640 6<sup>th</sup> Avenue, Moline, IL 61265)</p> <ol style="list-style-type: none"> <li>Report ahead of time. <b>Late arrivals will not be allowed to participate.</b></li> <li>Bring a valid driver’s license.</li> <li>Bring a valid CPAT card and proof of completion of ladder climb if available. <i>Ladder climb: wear long pants, t-shirt or sweatshirt and footwear without an exposed heel or toe. No shorts, sandals, loose clothing or jewelry permitted.</i></li> <li>Bring two sharpened #2 pencils.</li> </ol> <p style="text-align: center;"><b>OR</b></p> <p><b>@Home Testing Written Examination</b></p> <p><b>Dates:</b> Monday, June 5, 2023 – Thursday, June 8, 2023</p> <p>Candidates who elect this option will receive an email after the close of the application period with further information and instructions to register for available test dates/times.</p>	
<p><b>Oral Interviews</b></p> <p>Applicants with a score that is at or above 70% on the written examination will be eligible for an oral interview.</p>	

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).

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.

<b>Anticipated Date*</b>	<b>Session</b>
Saturday, June 3, 2023	Orientation Session 1/Station Practice
Saturday, June 10, 2023	Orientation Session 2/Station Practice
Saturday, June 17, 2023	Timed Practice Session 1
Saturday, June 24, 2023	Timed Practice Session 2
Saturday, July 8, 2023	Test Day 1
Saturday, July 22, 2023	Final Test Day

***\*An update will be provided once dates and times are confirmed.***

**Sessions will be held at the QCCA Expo Center (2621 4<sup>th</sup> 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, Bob Graff, at 309-732-2801 or [graff.robert@rigov.org](mailto:graff.robert@rigov.org) for more information and to register.**

# **Firefighter/Paramedic General Requirements and Testing Procedures**

The City of Moline conducts examinations at least 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.
- Be at least 20 years of age, but shall not be appointed until said applicant reaches 21 years of age.
- Be under 35 years of age, except as otherwise provided below:
  - 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.

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 16<sup>th</sup> 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 40-mile radius of 1630 8<sup>th</sup> 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.

### **Written Examination**

Study guides for the written exam will be emailed. When taking the examination, applicants **must** present a valid driver's license for identification purposes and should provide a valid CPAT card if they possess one. **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 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 is required.
- *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 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 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, 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 of a vacancy, candidates who are ranked in the top 5% of the final eligibility register or the top 5 highest ranked candidates on the final eligibility register if the number of people who have a ranking in the top 5% of the eligibility register is less than 5 people shall have a reference check, a credit history check and a criminal history record check. The result of said checks shall be reviewed by the Board to determine if the applicant has a sound reputation, a satisfactory work record, a credit history with no pattern of avoiding just debts, and no criminal record involving felonies, or misdemeanors of moral turpitude. The Board may disqualify an applicant on the basis of these checks, in accordance with applicable federal and state laws. In the event that the Board disqualifies an applicant on the basis of these checks, it shall send notice of such to the applicant and provide the applicant with an opportunity to appear before the Board to state why disqualification is inappropriate. A meeting date will be scheduled at the earliest convenience of the parties. At the meeting, the applicant may make a verbal statement or offer written information only in support of his or her position. Witness testimony will not be taken. The decision of the Board is final. An applicant disqualified shall have their name stricken from the Eligibility Register.

## **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.