



CITY OF CARTERVILLE
APPLICATION PROCEDURES FOR
FIREFIGHTER/PARAMEDIC EXAMINATION

QUALIFICATIONS TO APPLY:

- Applicants for examination must be citizens of the United States
- Applicants must be at least 21 years of age and not over 35 years of age
- Must possess a high school diploma or GED certificate
- Applicants must be an Illinois Licensed Paramedic
(Or be able to obtain reciprocity)
- Applicants must have OSFM Basic Operations Firefighter Certification
- Must live within Carterville Fire Department's primary jurisdiction
(Map available upon request)

Completed applications may also be submitted by mail or email.

Mail to: City of Carterville

103 S. Division St

Carterville, IL 62918

e-mail to: khollister@visitcarterville.com

Questions should be directed to the City Clerk's office at 618-985-2252



COMPONENTS OF THE FIREFIGHTER EXAMINATION:

Written Examination Candidates must present a valid photo I.D. in order to take the written exam. The written exam is ordered from an independent testing service. Candidates are given 2 hours to complete the test comprised of multiple choice questions that measures the following skills and abilities:

- Reasoning and logical thinking
- Reading comprehension
- Math
- Map reading
- Writing abilities
- Situational judgement Candidates must achieve a passing score of at least 70%.

Official results of the written exam will be posted outside of the Fire Chief's office at the Carterville Fire Department prior to the Physical Fitness Assessment. If you do not pass the written exam you WILL NOT be able to participate in the Physical Fitness Assessment.

Physical Fitness Assessment

The Physical Fitness Assessment (PFA) will be conducted at Carterville Fire Department (300 N. Division St.) for candidates who have passed the written exam. The PFA is designed to evaluate the basic physical condition of the candidate in endurance, strength, flexibility, agility and for fear of heights, darkness, and enclosed spaces. All sections of the PFA must be passed successfully. Because the requirements are set to minimum standards, failure to pass any component would indicate that the candidate is physically unfit for duty as an active member of the department. At such time, the application process will be terminated and said candidate will become ineligible for any further participation in the testing process. Examiner evaluation is final and not subject to appeal.

Candidate Physical Ability Test (CPAT) and Ladder Climb Certification: Candidates that possess the CPAT WITH Ladder Certification shall be exempt from the PFA. A copy of the certification must be submitted with the Firefighter application and be dated within twelve months of scheduled PFA. Candidates with this certification will not be required to participate in any event of the PFA.



The Physical Fitness Assessment consists of the following:

1. EQUIPMENT CARRY: Purpose: Simulates tool removal and carrying to the scene. It will measure upper and lower body strength, as well as aerobic capacity. It provides indicators of neuromuscular efficiency, which are important in daily activities in firefighting. Procedure: At the signal "Go", the candidate will remove two designated extrication tools from a table and place them on the ground. The candidate will then pick up the tools from the ground (one in each hand), carry and walk 75 feet towards and around an obstacle, and back to the starting point. Time ends when crossing the starting line. The candidate will then place each tool, one at a time, back on the table. Minimum Standard – 60 seconds

2. CONFIDENCE COURSE: Purpose: To measure how well the joint and muscle sensors react in order to control movement and maintain balance as well as testing the ability to walk or crawl inside an enclosed, darkened structure with narrow and uneven surfaces. Procedure: The candidate will be provided with Self Contained Breathing Apparatus (SCBA), gloves and helmet. At the signal "Go", the candidate will follow an uncharged hose line through the obstacle course with a blacked out mask. The candidate must maintain contact with the hose as to not get lost or deviate from the predetermined course. Once the candidate reaches the end of the hose, the candidate must successfully open the bail of the nozzle to signal completion of the drill. Minimum Standard – Course Completion Minimum Standard Time – 2 Minutes and 15 Seconds

3. MANIKIN DRAG: Purpose: To measure the overall strength of the candidate. Procedure: The candidate will be presented with a training manikin weighing approximately 185 pounds. The manikin will be lying on the ground at the start point. From a position behind the manikin, the candidate shall lift the manikin's torso to the candidate's chest, with the arms placed around the manikin's torso. The candidate shall drag the manikin allowing the feet to remain on the ground to the finish point. Dropping of the manikin or stopping shall not result in failure of the procedure. Minimum Standard – 75 Feet Drag Minimum Standard Time – 45 Seconds

4. PUSH UPS: Purpose: To simulate the candidate's strength to push as may be required in the use of pike poles, etc. Procedure: The candidate shall lie flat on the ground, face down, with hands (palm side down) on the ground, under the shoulders. Feet shall be placed together. At the signal "Go", the candidate will then raise the body by extending the arms until they are straight then lower the body fully to the ground. The candidate will then raise their hands from the ground to signal the completion of the 1 push-up. The back and legs must remain straight throughout the procedure. The examiner will count out loud at the raising of the hands from the ground until the minimum standard is met. Should the candidate perform an unsatisfactory repetition, the examiner will not continue counting until the next satisfactory repetition is performed. Should this occur, the examiner will advise the candidate as to why the previous attempt was not considered a satisfactory repetition. The candidate shall continue repetitions without stopping to rest. Minimum Standard – 10 Push Ups



5. SIT UPS: Purpose: To determine the abdominal and back muscular strength needed to lift stretchers, pull hose, lift ladders, and hold hose lines. Procedure: The candidate lies flat on the back with their toes placed against a wall with legs bent. At the signal "Go", the candidate will then curl up to a sitting position (achieved when the hands touch a marked point of 36" from the ground located on the wall in front of them). The candidate then returns to the position when both hands touch the ground behind their head after each curl. The examiner will count out loud at the raised portion of each successful repetition until the minimum standard is met. Should the candidate perform an unsatisfactory repetition, the examiner will not continue counting until the next satisfactory repetition is performed. Should this occur, the examiner will advise the candidate as to why the previous attempt was not considered a satisfactory repetition. Stopping at either the lying or curled position shall not result in failure of the procedure. Minimum Standard – 20 Sit Ups Minimum Standard Time – 60 Seconds

6. LADDER CLIMB: Purpose: To measure the candidate's aerobic capacity and leg strength as necessary to climb while also testing the fear of heights. Procedure: The candidate, provided with a Class 3 safety harness connected to a manned rope belay system, shall mount an aerial apparatus and be placed at the starting point at the base of the aerial ladder. At the signal "Go", the candidate will safely ascend the aerial ladder, maintaining at least three points of contact at all times. The candidate must grab the top rung of the ladder. At that time, the examiner will ask the candidate a series of questions for which the candidate must answer correctly. When advised to do so, the candidate will then safely descend the ladder maintaining at least three points of contact at all times. There will be no time limits placed upon this procedure, yet pausing for a period any longer than ten seconds or being unable to complete the test shall result in failure of the procedure. Minimum Standard – 75 Feet at a 65 Degree Angle

Candidates who pass both the written exam and physical fitness assessment will be scheduled for an Oral Interview Examination with the Board of Fire and Police Commissioners (BFPC). The BFPC is comprised of three residents of Carterville, none of whom are employed by the City of Carterville. In addition to the BFPC, the Fire Chief will also be in attendance. Oral Interviews will be held at the Carterville City Hall located at 103 S. Division St. (date to be determined). Candidates will be notified of their oral interview time by phone or email. Due to the number of candidates and the schedule of the BFPC, interview dates and times cannot be changed. Please note that this is not a job interview, but should be treated as one with appropriate attire. The oral interview exam is the final phase in the exam process



JOB SUMMARY

This is a regular, full-time position with the City of Carterville Fire Department. Firefighters are responsible for providing emergency medical services and protecting property from loss from fire and emergencies during natural and unnatural disasters. They are also responsible for the care and maintenance of ambulances, firefighting apparatuses, equipment, and the fire station. Firefighters report directly to the Fire Chief or his/her designee.

ESSENTIAL DUTIES

1. Protect life and property from fire by fire prevention, fire suppression, fire inspection, investigation and abatement of hazardous materials by using appropriate methods and techniques learned through training provided by the department. Firefighting involves working effectively and safely in (a) adverse and extreme weather conditions; (b) extreme lighting conditions, daylight and night light, with or without artificial light, indoors and outdoors; (c) confined spaces and encapsulated firefighting gear; (d) rough and uneven terrain; (e) areas of fire, smoke and toxic fume environments; and (f) situations involving an element of personal danger. Firefighting involves (a) climbing flights of stairs and ladders of varying lengths and slopes; (b) performing job related tasks at heights in excess of 100 feet, both inside and outside of buildings, using stairs, ladders, or aerial apparatus; (c) running to people requiring emergency assistance and performing life-saving procedures, such as CPR, first aid, etc., as required; and (d) carrying victims of varying weights away from imminent danger.
2. Operate in the capacity of a lead Paramedic provider. Respond to ambulance calls. Follow system protocols when treating patients.
3. Operate and use various equipment necessary to perform job-related tasks and maintain equipment in good physical condition, as learned through training provided by the department.
4. Comprehend and communicate effectively.

Other Duties:

Perform related firefighting, EMS, and fire safety work, as required, to carry out the mission of the Fire Department of the City of Carterville.