



Canon City Area Fire Protection District
1475 North 15th Street, Canon City, Colorado 81212
719-275-8666 <https://www.colorado.gov/canoncacityfire>

Career Firefighter/EMT

The Canon City Area Fire Protection District (CCAFPD) is seeking qualified candidates for Career Firefighter/EMT. This job announcement and testing process is intended to establish an eligibility pool of candidates for a hiring pool in effect from January 1, 2023 through December 31, 2024. If pool numbers, or vacancy needs dictate, an additional testing process may be implemented, or eligibility list end date may be extended at the District's discretion.

This is a line position that is responsible for the performance of specific activities and daily operations of an assigned shift; response to Emergency Medical Service, Fire, Rescue, Hazardous Materials and other emergency and non-emergency incidents. This position is for a standard suppression/shift schedule (Modified Berkeley), though may require some over-time commitments for training, meeting attendance, performance of specific duties, and call-backs on off-duty days for emergency incidents, non-emergency incidents, and/or station coverage.

Position: Full-Time Firefighter/EMT/Paramedic

Work Schedule: 56-hour average work week based on a Modified Berkeley schedule.
This schedule averages ten, 24-hour shift days per month.

Salary: The base salary range for the position in 2022 is \$4743 - \$5636/month plus Kelly Pay, health, vision, dental, pension, clothing, longevity, and leave benefits*.

**This salary and benefit package is for reference only.*

Minimum Qualifications by date of hire:

- A) Must be at least 18 years of age;
- B) Must possess a high school diploma or GED equivalency;
- C) A valid driver's license issued in the United States **and** be able to obtain a Colorado Driver's License;
- D) Current State of Colorado EMT Certification or Current National Registry EMT and the ability to obtain State of Colorado reciprocity within 3-months of hire;
- E) Valid CPAT completion documentation from within past 12 months;
- F) Possession of an appropriate, valid ICS 200 and ICS 700 completion certificate.

Qualifications preferred:

- A) Colorado EMT-Intermediate or Paramedic Certification, or current National Registry EMT-Intermediate or Paramedic Certification (**additional monthly stipend paid**)
- B) State of Colorado Firefighter I Certification, or higher
- C) State of Colorado Driver/Operator Certifications
- D) NWCG Wildland Firefighter Type 2 (FFT2) qualification or higher

Application Process:

Applications and full information is available online at the following web address:

<https://www.colorado.gov/pacific/canoncacityfire/employment2022>

Interested applicants must submit **all of the following documents via the email listed below**, to be received by the District **prior to October 31, 2022 at 5:00 p.m. MDT.**

1. *a completed employment application*
2. *completed responses to the application Supplemental questions*
3. *cover letter with resume*
4. *copies of all required, and other applicable certifications, degrees, diplomas*

(Any certifications pending completion at the time of application shall be noted on a separate sheet by certification name, course enrollment information and anticipated certification date.)

The application is a PDF fill-able form. Completed applications must be saved as a pdf document. Your saved pdf application, cover letter, resume, and other required documents shall be attached to an email to: **employment@canonfire.org**. You must include a valid email address with your application, as this will be the primary method of communication for all follow-up information concerning your application. You should receive an email reply confirming your application receipt. If you do not receive an email within 5 days of submission, please call 719-275-8666. All communications related to the application/hiring process must use: **employment@canonfire.org**

Assessment Process:

Deadline for submitting application:

Completed application packet listed above must be received by the department via email prior to 5:00 p.m. on October 31, 2022 MDT.

Application and Supplemental Questionnaire review – November 1, 2022– November 4, 2022

Completeness of application and proper transmittance of required application documents will be examined by the employment screening staff. Any missing or incomplete information or documentation may result in your application being rejected

Please answer all three Supplemental Questions. Use full sentences and proper grammar. Each answer should be no more than 300 words. If any of your answers have more than 300 words, your application may not be accepted. Applications will be evaluated based on completeness of application, cover letter and resume, responses to the Supplemental Questions, and certifications held.

The top applicants will be notified and invited via email to take the Cognitive Entry Level Examination. *These invitations are expected to be sent the week of November 7, 2022.*

Cognitive Entry Level Examination - tentatively scheduled for December 1-3, 2022

Applicants that are invited to participate in this next step of the assessment process, based off their application, will be notified by email. Upon verification of the applicant's interest in continuing, they will be provided a link with instructions to complete the Cognitive Entry Level Examination. This examination will take approximately 3 hours to complete and must be completed during the scheduled 72 hour window of opportunity. Failure to compete this during the 72 hour window will result in the applicant being removed from the process.

The cognitive entry level examination is administered in an online multi-media format and consists of audio questions, video-based questions, an images/pictures. It will be completed by the candidate via online login to a secure testing administrator. This examination will require the candidate to have access to a computer with camera, microphone and speaker and internet access to participate. The entry exam covers core competency areas determined to be key

contributors to successful performance as an entry level firefighter. These competency areas include (in no particular order): Integrity, Reading Comprehension, Verbal Comprehension, Teamwork, Customer Service Orientation/Sensitivity, Attention to Detail, Problem Solving/Critical Thinking, Conscientiousness, Estimation Ability/Math, and Graphic Representation.

Oral Board Assessment - tentatively scheduled for December 12-14, 2022

Highly qualified applicants from the Cognitive Entry Level Examination will be offered an Oral Board Assessment. This will be an in-person interview with a panel of evaluators. Each candidate will be presented with the same set of questions, and the evaluators will rate your responses to each question. Areas of evaluation will include your background, and general knowledge, reasoning ability, ability to handle stress, overall communication ability, general appearance, by answering both situational and non-situational questions.

Fire Chief Interview - tentatively scheduled for December 16-17, 2022

Top ranking candidates will be provided with an opportunity to interview one on one with the Fire Chief. This will be one of the final determining factors in determination of a conditional offer of employment. The Fire Chief may ask you questions that are relative to you specifically. Areas of evaluation will be similar to the Oral Board Evaluation.

CPAT Requirement

Any applicant that is presented with a conditional offer of employment must provide documented proof of successful completion of the Candidate Physical Ability Test (CPAT) within the 12 months preceding the expected hiring date. Successful passing of the CPAT assessment is required prior to final offer of employment.

Notification

Following the Fire Chief Interview, the Fire Chief will then establish a final eligibility pool of candidates. Should a candidate in the eligibility pool be offered employment and choose to not accept the offer of employment due to circumstances deemed acceptable by the Fire Chief, they will be allowed to remain in the pool for future openings during the effective dates of that eligibility pool. If they decline an offer of employment a second time, they will be removed from the eligibility pool.

MAKEUP TESTS, ORAL ASSESSMENTS, or INTERVIEWS WILL NOT BE RESCHEDULED WITHOUT A VALID REASON AS APPROVED BY THE FIRE CHIEF. You are expected to be ready at the time and place the assessments are administered.

Conditional Offer of Employment - tentatively scheduled for early 2023

Applicants that are selected to receive a conditional offer of employment will be required to complete a drug screening, medical examination, and a full background check of criminal activity, driving record and court records. In addition, applicants may be required to complete a psychological assessment. By making application to the department, you agree to these terms and full disclosure of all requests for information and screening. This may include contacting your previous employers.