

September 15, 2022

THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
IS SEEKING QUALIFIED
CANDIDATES FOR THE POSITION OF

FIREFIGHTER / PARAMEDIC

The Board of Fire Commissioners of the Prospect Heights Fire Protection District (PHFPD) announces a competitive examination to establish an eligibility list for the position of full-time Firefighter/Paramedic for the Prospect Heights Fire Protection District, Cook County, Illinois.

The PHFPD will use the established list to fill vacancies in its full-time staff for a period of two years from the date the list is officially posted. It is likely that the PHFPD will hire three to six full-time Firefighter/Paramedic over the two years this list is active.

Starting annual salary is \$68,401 after January 1, 2023

Top Salary is \$101,039

Qualifications

- A citizen of the United States or possess authorization to work in the United States of America.
- A minimum 21 years of age and not exceed 35 years of age unless qualified for waiver under statutory exemption (70 ILCS 705 Section 16.04b).
- A valid driver's license
- At minimum, a High School Diploma or G.E.D. certificate
- An Illinois Office of the State Fire Marshal Basic Operations Firefighter Certificate AND Hazardous Materials Operations certificate.
- At minimum, a valid Illinois Department of Public Health EMT-Basic license. *Any applicant selected for appointment must also possess a valid Illinois Department of Public Health EMT-P (paramedic) license at time of appointment. Applicant must obtain Northwest Community Hospital EMS (ALS) System approval before appointment and must maintain the license and NWCH EMSS privileges during employment.*

Physical Agility Test

All applicants must demonstrate physical agility and muscular coordination by passing the (CPAT) Candidate Physical Ability Test and a ladder climb. All candidates must present a valid CPAT and a ladder climb card or certificate **with the submitted application and at the time of appointment.** CPAT cards will be considered valid within one year of the date issued. It is the responsibility of the candidate to make sure that their CPAT is up to date. Any candidate not possessing a valid CPAT card at time of appointment will be disqualified. **NOTE: At time of job offer the applicant must be in possession of a valid CPAT card or certificate**

Persons may perform the CPAT by contacting:

- NIPSTA at 2300 Patriot Boulevard, Glenview, IL 60026 at 847-998-8090 or www.nipsta.org/cpat/info.aspx
- Southwest United Fire Districts, Darien, IL at 708-579-2064 or www.sufd.org
- Naperville Fire Department at (630) 420-6755 or email cpat@naperville.il.us
- MABAS 24. <http://mabas24.org/index.php/cpat> 17555 Ashland Ave., Homewood, IL 60430
info@mabas24cpat.org 708-607-CPAT (2728)

All CPAT providers charge each candidate a fee for participation in the CPAT test.

Any applicant selected for appointment must pass a post job offer background and criminal history investigation, psychological, and physical/medical/stress examination including drug and alcohol test.

Application and full information is available from September 16, 2022 until October 15, 2022 at:

Prospect Heights Fire Protection District
10 East Camp McDonald Road
Prospect Heights, IL 60070
Between 9:00 a.m and 4:00 p.m.
Weekdays excluding legal holidays

or

Online at www.phfire.com under EMPLOYMENT

Phone calls will not be accepted.

COMPLETED APPLICATION SHALL BE SUBMITTED IN PERSON BY APPLICANT AT ABOVE ADDRESS NO LATER THAN 4:00 P.M. on **October 31, 2022**. Incomplete applications or applications lacking any of the required documents will be rejected and the applicant barred from taking the written examination.

A competitive written exam assessing the necessary knowledge and dimensions for selection as a firefighter will be held on **Monday, November 14, 2022** at 9:00 A.M. at the Prospect Heights Fire Protection District, 10 East Camp McDonald Road, Prospect Heights, IL 60070

*Applicants may order the practice "**CEB Candidate Orientation Guide**" by clicking the following link: <http://www.fpsi.com/fire-candidate-orientation-guides/>. The **CEB Candidate Orientation Guide** is a helpful tool to prepare for the exam and can be downloaded as a PDF file and saved or printed. Please read through the disclaimer on the order page in order to have a successful download. Payments will be submitted through PayPal via an account or credit/debit card. Once payment is submitted, PayPal automatically redirects you back to the FPSI site where access to the download link will be located on the Order Details-Checkout Status page. Applicants must pay close attention to ALL instructions on both FPSI and PayPal's websites in order to access the instant download successfully!*

All applicants who pass the written exam will be given two interviews. The first interviews will be conducted on weekdays between December 15 and 21, 2022. The second interviews will be conducted on weekdays between December 26 and 27, 2022. All interviews will be conducted between 8:00 a.m. and 8:00 p.m. Applicants will be notified of their schedule interview date and time by the email they supplied on their application. The PHFPD is not responsible for any errors in the email address supplied by the applicant.

The score on the written exam will comprise 40 percent of the final score. The score on the interview will comprise 60 percent of the final score. Preference points will be added after the Initial Eligibility Register is posted.

Upon completion of the interviews the Initial Eligibility Register will be posted by January 5, 2023 with the Final Eligibility Register posted by January 20, 2023.

Approved by Board of Fire Commissioners September 15, 2022.