

## **FIREFIGHTER CADET**

Exam #21089

**Salary:** \$15.42 Hourly during three months of Firefighter Cadet classroom training  
\$1901 Bi-weekly after classroom training

**YOU MUST APPLY IN PERSON AT THE NE ARMORY, 1025 BROADWAY ST NE, MINNEAPOLIS, MN 55413**

**Application Period:** You may pick up an application packet at the NE Armory during the application period, or at any of the Minneapolis Fire Stations beginning January 24, 2013. You are responsible for reading all materials in the application packet. You must turn in the application in person **January 31, 2013 – February 2, 2013**.

Open Thursday, January 31, 2013 through Saturday, February 2, 2013. The application period will not be extended for any reason.

**Application Fee:** Payable in Cash or Money Order to 'City of Minneapolis' only

- \$20 Application Fee for Veterans and/or City of Minneapolis Residents
- \$40 Application Fee for Non-Veterans and/or Non-City of Minneapolis Residents

### **Position Information:**

Attend college courses and other training in preparation for assuming the position of Firefighter upon qualification.

### **Typical Job Duties and Responsibilities:**

- Attend regularly scheduled training activities and courses.
- Successfully complete prescribed training and coursework within specified time limits, including earning passing scores on all tests and exams.

Course work will include:

- Firefighter training.
- Hazardous material training.
- Physical conditioning training.
- Emergency medical technician training.
- Upon successful completion of training cadets will be eligible for promotion to the position of Firefighter.

**Working Conditions:** Indoor and outdoor classroom and training sites

### **Minimum Qualifications:**

- High School Diploma
- Eighteen (18) years of age at time of application
- Passing score on a test measuring reading ability at a 10th Grade level

**Minimum Experience:** N/A

**Licenses/Certifications:** Valid Driver's License by the date of hire.

### **Other Specifications**

- Ability to read and write and follow verbal and written instructions.
- Eyesight no worse than 20/100 correctable to 20/40 in both eyes.
- Must have a standard hearing threshold, without correction of no worse than 40 decibel loss on the average at 500, 1000, and 3000 Hertz frequencies in either ear.
- Ability to demonstrate specific physical abilities, including good upper and lower body strength and good cardiovascular fitness through testing.
- Good interpersonal skills.

### **Testing**

All qualifying applicants will be invited to take a reading comprehension test and a Firefighter/EMT aptitude test. The City of Minneapolis reserves the right to limit the number of applicants invited to the physical abilities test and interview tests.

## WRITTEN EXAM

1. Reading Comprehension Test - Measures your understanding of what you read and vocabulary
  - Adult Basic Learning Examination (ABLE)
  - Must score at a minimum of a 10<sup>th</sup> grade reading level
  - Multiple choice
2. Firefighter/EMT Aptitude Test – Measures skill level in the following areas: Emotional, Interpersonal, Practical, and Basic Education skills.
  - CWH Research, Inc.
  - Self-reported multiple choice

## STRUCTURED INTERVIEW

Measures knowledge, skills, and abilities that are critical in performing the job of a Firefighter Cadet such as oral expression, conscientiousness, courage, etc.

- Set standard list of questions
- Panel interview with three Raters
- Raters are trained on how to conduct fair and consistent interviews
- Final interview scores are not calculated by the Raters

## PHYSICAL AGILITY TEST

Measures physical strength, endurance, and physical coordination through a series of job simulated tasks.

- Candidate Physical Ability Test (CPAT)
- Pass/Fail – completion time below 10 min 40 sec

## BACKGROUND & MEDICAL CHECK

Must pass the criminal background check and medical examination to include psychological examination and a pre-employment drug and alcohol screening.

**Written Test Tutoring** These sessions will be held to help you prepare for the written tests. The tutoring sessions will help you to become more familiar with the test process, events, time limitations, and to allow you to ask questions. You are not required to attend any test tutoring sessions but you are encouraged to take advantage of any opportunity to improve your test scores.

You will receive study/tutoring materials upon completion of your application. Read the Written Test Tutoring materials for locations and dates. Seating is limited, you must register to attend.

**IMPORTANT NOTE** - You are responsible for reading all materials in the application packet. All further communication will be through U.S Postal Mail. If you don't respond, you will be out of the process. If you move after applying for this position, notify Human Resources in writing immediately of your change of address. Thank you for applying to be a Minneapolis Firefighter.

Decisions concerning your qualification for this position will be based on the information you provide on your application. It is to your advantage to fill out the application form as legibly, accurately and completely as possible.

### **Background and Qualifications Checks:**

The City has determined that a criminal background check, and/or qualifications check may be necessary for positions with this job title. Applicants may be required to sign an informed consent form allowing the City to obtain their criminal history and/or verify their qualifications in connection with the position sought. Applicants who do not sign the informed consent form will not be further considered for the position.

All candidates who pass the testing process and receive an offer of employment will be required to pass a medical exam, psychological exam, and a pre-employment drug and alcohol screening.

Most criminal convictions will not result in automatic rejection of applications. Read the conviction standards handout in your application packet for more information.

**Applications Taken:** Thursday, January 31 through Saturday, February 2, 2013 at the NE Armory, 1025 Broadway St. NE, Minneapolis, MN 55413

## **ELIGIBLE LIST WILL EXPIRE IN 2 YEARS FROM DATE LIST IS CERTIFIED**

The City of Minneapolis is an Affirmative Action/Equal Opportunity Employer.

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