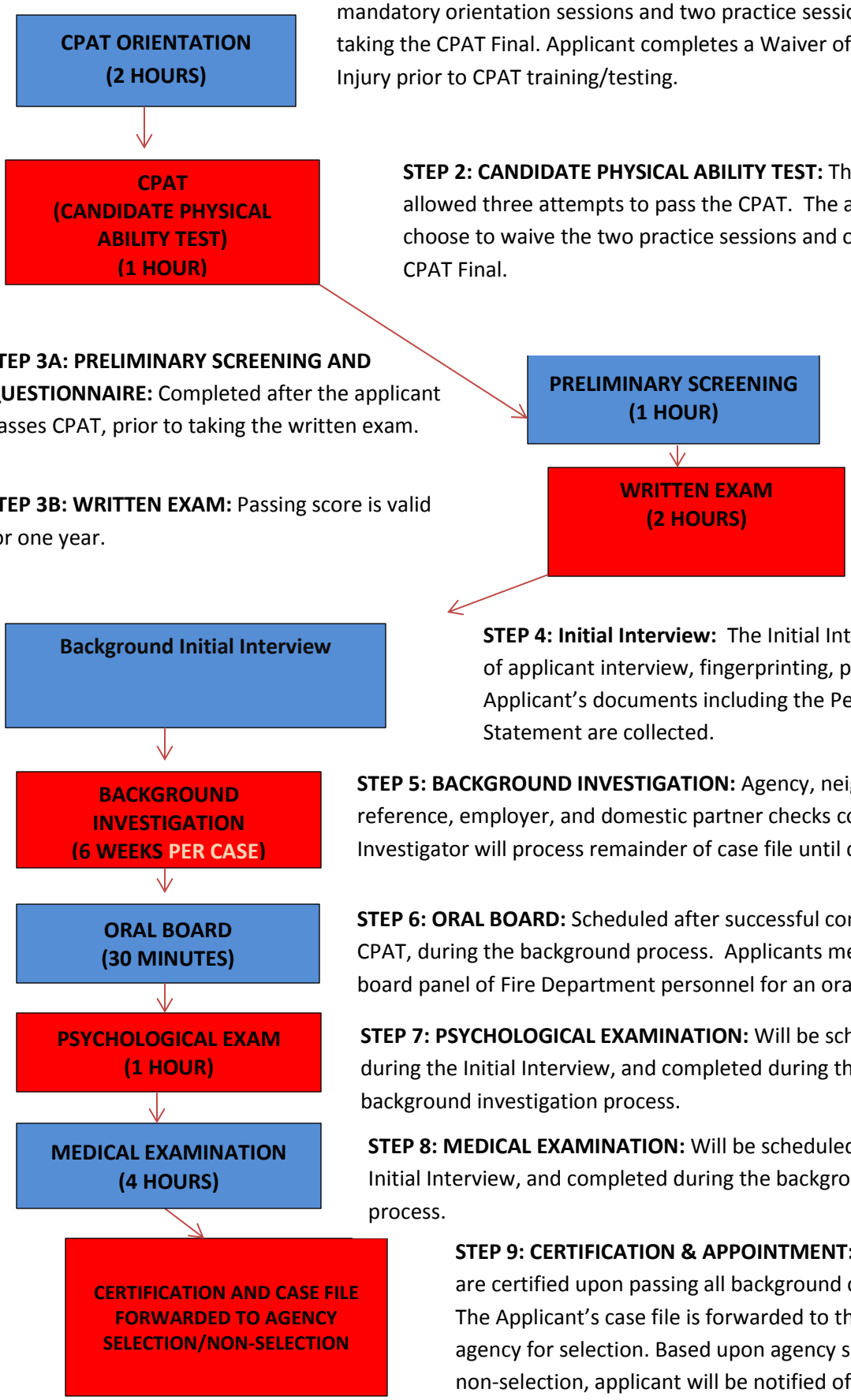
Fire Fighter Selection Process



STEP 1: CPAT ORIENTATION: Applicant must attend two mandatory orientation sessions and two practice sessions before taking the CPAT Final. Applicant completes a Waiver of Claim for Injury prior to CPAT training/testing.

STEP 2: CANDIDATE PHYSICAL ABILITY TEST: The applicant is allowed three attempts to pass the CPAT. The applicant can choose to waive the two practice sessions and only take the CPAT Final.

STEP 3A: PRELIMINARY SCREENING AND QUESTIONNAIRE: Completed after the applicant passes CPAT, prior to taking the written exam.

STEP 3B: WRITTEN EXAM: Passing score is valid for one year.

STEP 4: Initial Interview: The Initial Interview consists of applicant interview, fingerprinting, picture, etc. Applicant's documents including the Personal History Statement are collected.

STEP 5: BACKGROUND INVESTIGATION: Agency, neighborhood, reference, employer, and domestic partner checks completed. Investigator will process remainder of case file until completion.

STEP 6: ORAL BOARD: Scheduled after successful completion of CPAT, during the background process. Applicants meet with a three-board panel of Fire Department personnel for an oral interview.

STEP 7: PSYCHOLOGICAL EXAMINATION: Will be scheduled during the Initial Interview, and completed during the background investigation process.

STEP 8: MEDICAL EXAMINATION: Will be scheduled during the Initial Interview, and completed during the background investigation process.

STEP 9: CERTIFICATION & APPOINTMENT: Applicants are certified upon passing all background component. The Applicant's case file is forwarded to the hiring agency for selection. Based upon agency selection or non-selection, applicant will be notified of next available class date.

This process will take approximately 4-6 months