

City of Rock Island



2021 Firefighter/Paramedic Recruitment Packet

**An Equal Opportunity Employer
M/W/V/D**

NOTICE OF EXAMINATION FOR ENTRY-LEVEL FIREFIGHTER/PARAMEDIC

The City of Rock Island is currently accepting applications for the position of Firefighter/Paramedic.

- Summary of duties:
 - Under direct supervision of a Lieutenant and/or other supervisory personnel: protects life and property; controls and extinguishes fires; provides emergency medical services at the advanced life support (ALS) level; identifies special operations incidents and performs initial actions; participates in a program of fire prevention and public education; operates and maintains apparatus and equipment; and participates in training to increase job knowledge and proficiency.
- Progressive department that responds to over 7,000 calls annually out of four fire stations (1 shift commander, 2 ALS ambulances, 3 engines, 1 ladder truck, and 1 light rescue vehicle).
 - In addition to ALS treatment and transport on EMS calls, Firefighter/Paramedics assigned to the ambulances carry firefighting gear and also respond to fire calls as part of a company.
- Starting salary effective 12/28/2020: \$53,799 plus an annual stipend of \$2,800 for Paramedic/PHRN pay:
 - 5% step increases for years 2-6.
 - GWI of 2.75% in 2021 and 2.75% in 2022.
 - Longevity increases every 5 years up to 30 years of continuous service.
 - Specialty pay for IL FFIII/Advanced Technician Firefighter certification.
- Competitive benefit package including health, dental, Article IV pension, vacation leave, personal leave, sick leave, and Kelly Days.
- Employees must live within the states of Illinois or Iowa.
- Minimum Requirements:
 - United States citizen.
 - High school diploma or general education degree (GED).
 - Valid driver's license.
 - Must be 21 years of age by date of hire, and under 35 years of age by the date of written examination. Age limitation is imposed by State statute; refer to IL General Assembly compiled statute 65 ILCS 5/10-2.1-6 for exceptions.
 - Requires possession of an EMT-Paramedic or PHRN License before a conditional offer of employment can be extended.
 - Requires proof of successful completion of CPAT with Ladder Climb within the previous twelve (12) months before a conditional offer of employment can be extended.

EXAMINATION PROCESS

The Board of Fire and Police Commissioners for the City of Rock Island is responsible for conducting examinations for appointment to the Fire and Police Departments by way of its authority granted by Illinois Compiled Statutes and the City of Rock Island Code of Ordinances. This Board is a three-member board appointed by the Mayor with the consent of the Council.

Step 1 - Online Application

Applicants must complete an online application through the City of Rock Island website at <http://www.rigov.org>. Click on the "Employment" icon.

*****Applications will only be accepted online until February 19th, 2021 at 5:00 pm*****

Step 2 – Written Exam

The City of Rock Island utilizes the National Firefighter Selection Inventory (NFSI) developed by Industrial/Organizational Solutions (I/OS). Study guides are available at their website at <https://iosolutions.com/>

*****The written exam is scheduled to be conducted in early March 2021 using the I/OS @Home Testing services platform. I/OS will manage all scheduling and set-up communications with applicants via email, including confirming the test date and time (in groups of 15), providing an @Home Testing Set-Up Guide, and ensuring applicants have the GoToMeeting login credentials for their test session*****

The written examination is graded by I/OS, and a report sent to the Board of Fire & Police Commissioners.

Step 3 – Background Check

A background investigation is conducted by personnel from the Fire Department and Police Department which includes, but not limited to, verification of the application material provided by each applicant, contacting of previous employers and personal references that are provided on the application, and criminal history.

Step 4 – Oral Interview

Oral interviews are then conducted by the Board of Fire and Police Commissioners if applicants successfully pass the written exam and background check.

*****Oral interviews will be scheduled in late March or early April 2021*****

Interviews will be scored with 70% minimum required to pass. The scores from the written examination and the oral interview are then averaged together for an initial score.

Step 5 – Preference Points

The following preference points will be added to the applicant's initial score for those who are eligible:

- Five (5) points will be added for veteran's preference if the applicant has had a minimum of twelve (12) full months of active duty service with an honorable discharge.
- Five (5) points will be added if the applicant has an EMT-Paramedic or PHRN license.

Applicants who are eligible for preference points shall make a claim in writing with ten (10) days after the initial scores are posted, or the claim shall be deemed waived.

Step 6 - Eligibility List

The final scores are then tabulated by the Board of Fire and Police Commissioners, and applicants are added to an ongoing eligibility list of candidates for appointment. The Eligibility List contains all successful candidates in order of their total score, and eligibility is in effect for a one- or two-year period. All vacancies for Firefighter/Paramedic are filled from the Eligibility List. At the time a vacancy occurs, a candidate is made a conditional offer of employment if the following requirements above have been met:

- ***Requires proof of successful completion of CPAT with Ladder Climb within the previous twelve (12) months before a conditional offer of employment can be extended (see text box titled Physical Ability Requirements below).***
- ***Requires possession of an EMT-Paramedic or PHRN License before a conditional offer of employment can be extended.***

Once the conditional offer of employment has been accepted, candidates must then successfully complete a thorough medical examination conducted by the City's Physician, which includes a drug screen provided by a laboratory licenses per the Illinois Clinical Laboratory Act. Psychological examinations may also be required before an appointment is made. Additional information regarding basic medical requirements is attached for your review.

*****Candidates on the eligibility list must report any change of name, physical address, or email address to the Fire Department*****

In accordance with the Statute, as well as the Rules of the Board of Fire and Police Commissioners, a candidate on the eligibility list who declines a conditional offer of employment for the first time shall not be stricken from the list. Declining a second conditional offer employment shall result in the candidate being removed from the eligibility list.

All applicants are required to meet the deadlines, tests, and events outlined in this recruitment process. Failure to complete any portion of this process will result in disqualifications; therefore, there will be no variations in the schedule.

Probationary Period

Once the Board of Fire and Police Commissioners appoints a candidate to the fire service, he/she is placed in a probationary position for a period of twelve (12) months. Probationary Firefighter/Paramedics are typically assigned to the ambulance during their probationary period. Probationary Firefighter/Paramedics are required to complete the following:

- ***Completion of a 7-week Basic Firefighter Academy at the Illinois Fire Service Institute in Champaign, IL.***
- ***Completion of a 1-week Haz Mat Ops class and 1-week Vehicle/Machinery Ops class if the recruit does not already possess those certifications.***
- ***Obtain Illinois Class B Non-CDL license or Iowa Class B license if the recruit does not already possess those driver classifications.***

After completion of the probationary period, the candidate will be evaluated. The appointment to full-time, regular status is the responsibility of the Board based upon a recommendation from the Fire Chief. Candidates who do not meet the requirements of the position during their probationary period will not be appointed to the full-time, regular status.

PHYSICAL ABILITY REQUIREMENTS

The Rock Island Fire Department now uses the Candidate Physical Ability Test (CPAT) for recruitment of Firefighter/Paramedics. The CPAT is a widely used, comprehensive physical ability test designed specifically for the fire service, which consists of eight (8) critical tasks that simulate actual job duties of a firefighter:

- 1) Stair Climb
- 2) Hose Drag
- 3) Equipment Carry
- 4) Ladder Raise and Extension
- 5) Forcible Entry
- 6) Search
- 7) Rescue
- 8) Ceiling Breach and Pull

In addition to the CPAT, The Rock Island Fire Department requires candidates to climb a ground or aerial ladder in accordance with State of Illinois statute (Public Act 097-0251). Most CPAT testing sites in Illinois offer the additional Ladder Climb component, which can be completed at the following sites:

MABAS 24 (Homewood, IL): <http://www.mabas24.org/index.php/cpat>

NIPSTA (Glenview, IL): <https://www.nipsta.org/240/CPAT-Schedule>

SUFD (Indian Head Park, IL): www.sufd.org

Central Illinois Fire Chiefs (Decatur, IL):

<https://centralillinoisfirechiefs.com/CPAT/CPAT.aspx>

The City of Rock Island accepts CPAT completion cards/certificates from any valid testing facility, including confirmation of successful completion of the Ladder Climb test, issued within the previous twelve (12) months before a conditional offer of employment can be extended.

The Rock Island-Moline-East Moline CPAT Consortium plans on conducting a CPAT testing process locally in the Summer of 2021 at the QCCA Expo Center in Rock Island, IL.

Proof of completion can be attached when completing the online application if an applicant already has a CPAT card.

GENERAL MEDICAL REQUIREMENTS

After a conditional offer of employment is made, candidates will be given a thorough medical examination by the City Physician. Candidates who fail the examination shall not be appointed. The medical examination shall be at the City's expense except for specialized tests or other extra information the applicant may wish to provide as supporting evidence of suitability for appointment.

A sample of the general causes for rejection based on the City's medical standards follows. These are intended to be general conditions and do not constitute the entire list of medical requirements. A copy of the complete set of medical requirements is available upon request.

EYE AND VISUAL REQUIREMENTS

- A. **COLOR VISION:** Failure to identify red, green or both.
- B. **STANDARD VISUAL ACUITY:** Standard visual acuity without correction, at least 20/40 in one eye and 20/100 in the other eye; and with correction, at least 20/20 in one eye and 20/40 in the other eye.
- C. **NEAR VISUAL ACUITY:** Near vision acuity with correction, less than J 6.
- D. **REFRACTIVE ERROR:** Refractive error about 8 dispters spherical equivalent, either plus or minus.
- E. **CORRECTIVE DEVICES:** Complicated impairments requiring contact lens for adequate correction of vision, such as keratoconus, corneal scars, irregular astigmatism; or the comfortable wearing of ordinary glasses (spectacles) without prismatic displacements, (ghost image), or similar symptoms.

EARS AND HEARING REQUIREMENTS

Cause for rejection for appointment shall be hearing acuity loss by audiometric test of 20 decibels or more for the speech frequencies (500-1000-2000) cycles in either ear or loss of speech reception of phonetically balanced words at or below 90 percent normal reception for either ear.

LUNGS AND CHEST

Each applicant shall be required to have a chest x-ray and a thorough evaluation of present and past respiratory and chest diseases. Medical surveillance will be conducted to insure that potential employees are physically capable of wearing required respiratory protective equipment.

HEART AND BLOOD VESSELS

Disqualifying conditions include heart murmurs resulting from diseases or anomalies of valves or vessels, rapid heart rate persistently over 100 per minute, presence or history of any cardiac failure, hypertension and any major or serious disturbances of heart rhythm.

ABDOMINAL/ORGANS AND WALLS

Disqualifying conditions include recent hernias, severe hemorrhoids, pregnancy or termination of pregnancy within the last six weeks, intestinal obstructions and hepatitis within the last six months.

GENITO-URINARY ORGANS

A urine examination for sugar and albumin will be performed at the time of examination as well as a thorough review of past and present medical history.

METABOLIC: ENDOCRINE OR HEMIC DISORDERS

Disqualifying conditions include diabetes or history of diabetes, gout, uncorrected anemia and other disorders, which obviously preclude satisfactory performance of duty, or which require frequent and prolonged treatment.

NEUROLOGICAL DISORDERS

This section of the examination will include past and present history designed to reveal conditions such as epilepsy, hysteria, multiple sclerosis, and severe ear injuries.

PERSONALITY DISORDERS

This section of the examination will consist of an interview directed to establish that the applicant has been able and is now able to adapt himself to working with others without visible or concealed conflict.

MUSCLES, BONES, JOINTS, EXTREMITIES

Disqualifying conditions include tuberculosis of any bone, arthritis, healed fractures of any bone which interferes with duties, spine curvature, herniated disc or history of operations for this disorder, major amputations restricting activities and related limitations of motion and/or movements.

COMPENSATION

BASE WAGE

The position of Firefighter/Paramedic is compensated through the City's Class and Play Plan. There are six steps included in the pay plan. The current starting salary for a City of Rock Island Firefighter/Paramedic is \$53,799.00, with an additional annual stipend of \$2,800.00 for Paramedic/PHRN pay. Yearly step increases are provided to members of the fire service on an annual basis, but may be withheld for disciplinary reasons.

Pay increases beyond the top step may be given on the basis of merit in increments up to 3.0% annually until the employee reaches the maximum salary authorized for this position.

LONGEVITY

Longevity increases are given to full-time, regular employees on the basis of continuous service. Longevity pay for sworn members of the Fire Department is \$950, \$2150, \$3350, \$4550, \$5750, and \$6950 annually for the completion of 5, 10, 15, 20, 25 and 30 years of continuous service respectively.

HEALTH BENEFIT PLAN

The Rock Island Municipal Employees Health Benefit Plan is a program designed to meet the demands of ever-rising medical costs while providing the most economically beneficial health insurance to our employees. Benefits become effective the first (1st) of the month following thirty (30) days of full-time employment for both the employee and eligible dependents, if applicable. The City pays 77% of the premium while the employee pays the remaining 23% of the premium through payroll deduction. A choice of health plans is offered, as is a dental plan on a voluntary basis with the employee paying 100% of the dental insurance premium.

PENSION

The Fire Pension provides retirement benefits at a rate of 50% of final salary after twenty (20) years of service and at age fifty-five (55). Additional pension credits beyond 50% can be earned for years of service beyond twenty (20).

Disability benefits for job-incurred disabilities are provided at a rate of 65% of final salary until normal retirement age is reached. Disability benefits for non-job related disabilities are provided at a rate of 50% but require a minimum of seven (7) years of service. Firefighters are not subject to Social Security and do not pay such contributions.

Contributions are made into this plan by both the employee and the employer. The employee's contribution is deducted from his/her paycheck prior to state and federal taxes being withheld through a tax-deferred program.

VACATION / HOLIDAY LEAVE

Full-time Fire Department personnel who work a 24-hour shift accumulate paid vacation leave as follows:

0-6 years of service - 7.06 hours per pay period
7-15 years of service - 8.96 hours per pay period
16+ years of service - 11.06 hours per pay period

This is provided the employee receives compensation for at least one full week during each pay period. Probationary employees are not allowed to use vacation leave during their probationary period.

KELLY DAYS

Full-time Fire Department personnel who work a 24-hour shift are scheduled a Kelly Day (one

24-hour shift off) every eighteenth (18th) on-duty shift, or an average of 6.75 Kelly Days annually.

SICK LEAVE

Full-time Fire Department personnel who work a 24-hour shift accumulate paid sick leave benefits at the rate of 5.2 hours per pay period, provided the employee received compensation for at least one week each pay period.

PERSONAL LEAVE

Non-probationary Fire Department personnel receive a total of forty-eight (48) hours of paid time off per year for personal leave in the form of a bank.

BEREAVEMENT LEAVE

Non-probationary Fire Department personnel receive up to a total of twenty-four (24) hours of paid leave for a death in the employee's immediate family.

MILITARY LEAVE

Employees who are members of regular reserve units of the Armed Forces or the National Guard are paid the difference between their regular salary and the salary they earn while on active duty up to fourteen (14) days per year.

SPECIAL LEAVE

Leave with pay will be allowed for employees to attend training sessions, professional conferences and other types of meetings and educational seminars, which are beneficial to the employee in the performance of duties. This leave must be approved by the Department Manager.

RESIDENCY

Residency requirements have changed with the new collective bargaining agreement.

Employees must live within the states of Illinois or Iowa. Employees who have left work and who accept an overtime call back assignment shall maintain a 45 minute or less response time from their domicile (irrespective of weather or road condition).