

CITY OF STREATOR
BOARD OF FIRE AND POLICE COMMISSIONERS

ROBERT LEE II, CHAIRMAN
CHARLES DANIELS, SECRETARY
MICHAEL ABDNOUR, COMMISSIONER

MANDATORY DOCUMENTS CHECKLIST

The application and following documents must be fully completed, provided and delivered to City of Streator, City Hall, 204 S. Bloomington Street, Streator, Illinois 61364 no later than Friday August 30, 2019 at 12:00 P.M. A non-refundable application fee of \$10.00 must be paid at the time of submission. The payment may be made with a check or cash.

- ✓ Application for Employment
- ✓ Agreement - to abide by rules and regulations of Board of Fire and Police Commissioners
- ✓ Authorization for Release of Information Agreement
- ✓ Indemnification Agreement
- ✓ Copy of Social Security Card
- ✓ Copy of Birth Certificate
- ✓ Copy of High School Diploma or GED Certificate
- ✓ Copy of College Diploma - if applicable
- ✓ Copy of College Transcript(s) - if applicable
- ✓ Copy of current and valid driver's license
- ✓ Copy of Military Form DD-214 - if applicable
- ✓ Copy of valid CPAT card with Ladder Climb

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FIRE FIGHTER ENTRY LEVEL TESTING TO ESTABLISH ELIGIBILITY

STARTING SALARY-\$38,866

APPLICATIONS ARE AVAILABLE: Beginning Monday, June 17, 2019 applications will be available at City of Streator, City Hall, 204 S. Bloomington Street, Streator, Illinois 61364 or online at:

http://www.ci.streator.il.us/your_government/city_departments/fire_and_emergency_management.php

DEADLINE FOR TURNING IN APPLICATIONS: Friday, August 30, 2019 @ 12:00 Noon

ORIENTATION: Saturday, September 7, 2019 at 8:15 A.M. at the City of Streator, Fire Station, 108 N. Wasson Street, Streator, Illinois 61364

FIREFIGHTER ENTRY LEVEL TEST DATE: September 7, 2019 at 9:00 A.M.

TEST SCORES POSTED: September 20, 2019

INTERVIEW DATES: October 9 & 12, 2019

POST INITIAL ELIGIBILITY LIST: October 25, 2019

CLAIM FOR PREFERENCE POINTS DATE: November 6, 2019

FINAL ELIGIBILITY LIST November 29, 2019

EFFECTIVE DATE OF ELIGIBILITY LIST: November 30, 2019

Attendance is mandatory at all events and you must complete each test before proceeding to the next examination.

NOTE: Candidates are advised that NO applications will be accepted at Orientation. All applications must be complete, legible, and returned to City of Streator, City Hall, 204 S. Bloomington Street, Streator, Illinois 61364 prior to the Friday, August 30, 2019 deadline. City Hall is open from 7:30 AM until 5:00 PM Monday-Thursday, and Friday 7:30 AM until 1:00 PM.

All attached forms **MUST** be complete, accurate, legible, signed and returned with the application.

A non-refundable \$10.00 application fee (cash or check) must accompany all applications. A current driver's license is required to be presented at all events.

Firefighter Testing Process Requirements

The following is a summary description of the City of Streator Firefighter hiring process. Testing is to be typically conducted every two years, as announced by the Board of Fire and Police Commission.

All individuals interested in becoming a City of Streator Firefighter must meet the following requirements:

- Minimum of 21 years of age at time of application. Proof of birth date will be required at time of application.
- Must be under 35 years of age, unless exempt from such age limitation as provided in 65ILCS Section 5/10-2. 1-6. Proof of birth date will be required at time of application.
- Must be a U.S. citizen.
- High School diploma or OED at minimum.
- Possess a current valid Driver's License.
- Must have the ability to understand the English language, written and spoken.
- Must be of good moral character.
- Must not be addicted to drugs or alcoholic beverages or may not have illegally used drugs and/or narcotics.
- Must not have been convicted of a felony or any misdemeanor involving moral turpitude, as specified in section 5/10-2. 10-6 of the Board of Fire and Police Commissioners Act.
- Any false statement made by an applicant for examination, any collusion in or regarding any false representation made in or relating to any certificate that may accompany the application shall be considered to be cause for removal of the candidate from any further consideration in the hiring process, and removal from the eligibility register.

Elements of the Firefighter Candidate Testing Process

Elements of the selection process include: application process and fee payment; orientation; completion of the Physical Ability Test administered by the testing service employed by the Fire and Police Commission and completion of the written examination.

Applicants will be processed through the following ordered steps:

Obtain an application packet from City of Streator, City Hall, 204 S. Bloomington Street, Streator, Illinois 61364. City Hall is open from 7:30 AM until 5:00 PM Monday-Thursday, and Friday 7:30 AM until 1:00 PM.

Application packets may also be obtained online at www.ci.streator.il.us select Your Government, City Departments, then Fire & Emergency Management, Firefighter Candidate Testing.

<http://www.ci.streator.il.us/your-government/city-departments/fire-and-emergency-management.php>

- **Candidates must submit the completed, accurate, and legible application, all required forms and copies of required documents, accompanied by a non-refundable \$10.00 application fee to the City of Streator, City Hall. The deadline for submission is no later than 5:00 P.M. on Wednesday, October 3, 2018.**
- Attend the mandatory orientation meeting.
- Written examination-minimum passing score is 70%.
- An initial eligibility list without preference points will be established, based on a numeric score in compliance with relevant Illinois Statute and City of Streator, Board of Fire and Police Commissioners Rules and Regulations.
- Oral interviews will be conducted and scored, then Military and Educational points shall be applied.

Military and Educational points shall be applied in accordance with paragraphs 10-2.1-8 and 10-2. 1-9 of the Board of Fire and Police Commissioners Act. The preference points awarded under this Section are not cumulative, and no applicant shall receive more than a total of 5 preference points. Military and Educational preference points of 5 points shall be applied to applicants described below:

- Persons who have successfully obtained a fire service or emergency medical services, persons who have successfully obtained a Bachelor's Degree from an accredited college or university.
- Persons who were engaged in the Military or Naval service of the United States for a period of at least one year and who were honorably discharged from there or who are now or may hereafter be on inactive or reserve duty in such Military or Naval service.

No preference points will be added to any candidate's score, if that candidate failed to obtain a minimum passing score.

The Final Eligibility list is established and is valid for a period of two years from the date of certification by the Board of Fire and Police Commissioners, unless said list is depleted prior to the two-year anniversary.

Testing Process Requirements

- Application - all application forms, required documentation and waivers must be complete, accurate, legible, signed and submitted to Streator City Hall, Streator, Illinois.

- Application Fee - **non-refundable \$10.00 application fee** paid to City of Streator in cash or by check (checks returned for non-sufficient funds, or otherwise invalid will negate the application).
- Orientation - Mandatory attendance
- Current CPAT card with Ladder Climb
- Written Examination* - Mandatory. Minimum passing score is 70%.
- Oral Interview** - Mandatory
- Background Investigation - Pass or Fail
- Polygraph - Pass or Fail
- Psychological Assessment - Pass or Fail
- Medical Examination - Pass or Fail

Following appointment, a probationary Firefighter is required to satisfy other requirements, including, but not limited to:

- Successful completion of the Department's in-house training and schooling.
- Successful completion of the twelve (12) month probationary period.
- Residency must be established and maintained within 1.5 miles of the edge of city limits of Streator, Illinois within the probationary period.

* The written test score will count as 65% of your final score, prior to addition of any appropriate preference points.

** The oral interview score will count as 35% of your final score, prior to addition of any appropriate preference points.

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AGREEMENT

I hereby agree to abide by all rules and regulations, as they now exist or as they may be amended, of the Board of Fire and Police Commissioners of the City of Streator, Illinois, during the giving of any examination and after the examination. Also during any probationary period I might be appointed to; or as a probationary firefighter. These rules were available for me to read at the Streator City Hall.

Name: (Please Print) _____

Signature: _____

Date: _____

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**FIREFIGHTER CANDIDATE
INDEMNIFICATION AGREEMENT**

It is hereby agreed that in consideration of _____ testing for a possible position as a Firefighter with the City of Streator, the above signed agrees to hold the City of Streator and its agents harmless as to any injury or damages incurred by this individual as a result of activities while testing for this position. I further agree to hold harmless the City of Streator, the Streator Fire and Police Commission, its Fire Department, and agents acting on behalf of the city, regardless of fault or negligence on the part of any official, Fire Department employee, or agent acting on behalf of the City of Streator.

This applicant being of the age of _____ years has read this document, understands the meaning of same, and this shall bind the applicant, his heirs, executors, and administrators to agreement as stated above.

Applicant Signature

Date

**CITY OF STREATOR
BOARD OF FIRE & POLICE COMMISSIONERS
AUTHORIZATION FOR RELEASE OF INFORMATION AGREEMENT**

Applicant's Name: _____

Current address: _____

Telephone number: Home _____ Cell _____

Date of birth: _____ Social Security Number: _____

TO WHOM IT MAY CONCERN: I am an applicant for a position with the Streator Fire Department. The Department needs to thoroughly investigate my employment background and personal history to evaluate my qualifications to hold the position for which I applied. It is in the public's best interest that all relevant information concerning my personal and employment history be disclosed to the above department.

I hereby authorize any representative of the Streator Fire Department bearing this release to obtain any information in your files pertaining to my employment records and I hereby direct you to release such information upon request of bearer. I do hereby authorize a review of and full disclosure of all records, or any part thereof, concerning myself by and to any duly authorized agent of the Streator Police Department, whether said records are of public, private, or confidential nature. The intent of this authorization is to give my consent for full and complete disclosure. I reiterate and emphasize that the intent of this authorization is to provide full and free access to the background and history of my personal life, for the specific purpose of pursuing a background investigation that may provide pertinent data for the Streator Fire Department to consider in determining my suitability for employment in that department. It is my specific intent to provide access to personnel information, however personal or confidential it may appear to be.

I consent to your release of any and all public and private information that you may have concerning me, my work record, my background and reputation, my military service records, educational records, my financial status, my criminal history record, including any arrest records, any information contained in investigatory files, efficiency ratings, complaints or grievances filed by or against me, the records or recollections of attorneys at law, or other counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have, or have had an interest, attendance records, polygraph examinations, and any internal affairs investigations and discipline, including any files which are deemed to be confidential, and/or sealed.

I hereby release you, your organization, and all others from liability or damages that may result from furnishing the information requested, including any liability or damage pursuant to any state or federal laws. I hereby release you, as the custodian of such records of the information provider's organization, including its officers, employees, or related personnel, both individually and collectively, from any and all liability or damages of whatever kind, which may at any time result to me, my heirs, family, or associates because of compliance with this authorization and request to release information, or any attempt to comply with it, I direct you to release such information upon the request of the duly accredited representative of the Streator Fire Department regardless of any agreement I may have made with you previously to the contrary. The law enforcement organization requesting the information pursuant to this release will discontinue processing my application if you refuse to disclose the information requested.

For and in consideration of the Streator Fire Department's acceptance and processing of my application for employment, I agree to hold the information provider, its agents and employees harmless from any and all claims and liability associated with my application for employment or in any way connected with the decision whether or not to employ me with the Streator Fire Department. I understand that should information of a serious criminal nature surface as a result of this investigation, such information may be turned over to the proper authorities.

I understand my rights under Title 5, United States Code, Section 552a, the Privacy Act of 1974, with regard to access and disclosure of records, and I waive those rights with the understanding that information furnished will be used by the Streator Fire Department in conjunction with employment procedures.

A photocopy or FAX copy of this release form will be valid as an original thereof, even though the said photocopy or FAX copy does not contain an original writing of my signature.

This waiver is valid for a period of 6 months from the date of my signature.

Should there be any questions as to the validity of this release, you may contact me at the address listed on this form.

I agree to pay any and all charges for fees concerning this request and can be billed for such charges at the address listed on this form.

I agree to indemnify and hold harmless the person to whom this request is presented and his agents and employees from and against all claims, damages, losses and expenses, including reasonable attorney's fees, arising out of or by reason of complying with this request.

Date: _____ Authorized signature: _____