

## **Decatur Fire Department**

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## **Application Process**

*Spring 2018*

### Purpose:

The purpose of this document is to outline the process all applicants wishing to become Cadets of Decatur Fire Department shall complete. For the purpose of this document, as well as Decatur Fire Department operations, potential Fire Cadets shall be referred to as Applicants.

### Application Process:

- Application closing date for our next process will be:

**Friday, December 1<sup>st</sup> 2017, 5pm**

All applications must be turned in to the administration office on or before the application closing date. Applications may be faxed or emailed to the department when necessary. If you have any questions when filling out an application be sure to ask immediately.

After turning in an application each Applicant will undergo a formal criminal history evaluation from our Fire Marshals' Office. Upon clearance from the Fire Marshals' Office an Applicant will be invited to the Physical Ability Test.

### Physical Ability Testing:

Each Applicant will be given a date and have the opportunity to practice the Physical Ability Test (PAT) as described in Chapter 3 Section 700 of the DFD SOP manual.

Applicants are not required to participate in the practice PAT session.

The practice PAT session is available to the Applicants to promote success.

- Practice PAT Date:  
**Wednesday, December 6<sup>th</sup> 2017, 6-8pm**

Each Applicant will have a prearranged time and date for the formal Physical Ability Test (PAT) as described in Chapter 3 Section 700 of the DFD SOP manual. You **must** be present at the formal PAT to continue in the process for Decatur Fire Department.

- Formal PAT Date:  
**Saturday, December 16<sup>th</sup> 2017, 1-3pm**

### Panel Interview:

Pending a passing review on the Physical Ability Test, Applicants will be scheduled for a panel interview.

- Panel interviews will be scheduled on the following days:  
**Monday & Tuesday, December 18-19<sup>th</sup> 2017, 6-10pm**
- A member of the Interview Committee will contact all eligible applicants to provide a pre-arranged date, time and location for their panel interview.

### Cadet Training Course:

When each Applicant has passed the steps described in the process they will be offered a position in the Cadet Training Course. The Applicant who accepts that position will report for their Orientation and be classified as a Cadet.

- Spring 2018 Cadet Training Course will begin:  
**Monday, January 15<sup>th</sup> 2018, 6pm**
- Classes will be held on B-shift evenings (every third day) and at least four Saturdays. No training shall be done on Sundays.
- At the end of the Cadet Training Course, Cadets must take and PASS the SFFMA Firefighter 1 & 2 Certification Exam prior to becoming fully operational within Decatur Fire Department.

### Summary:

The members of Decatur Fire Department look forward to having you in our Application Process and are pleased to have been considered during your Fire Department selection process. Please remain patient during our entire process; there may be multiple areas of the process that take time to process fully. Please be sure to let us know if you have any questions regarding our process.