

FIREFIGHTER APPLICATION INSTRUCTIONS

1. Read the entire application completely.
2. Answer all the questions contained with the application form.
3. Do not submit an incomplete application.
4. You must have the original and submit a copy of the following documents with this application form:
 - A. Birth Certificate or naturalization papers.
 - B. Motor vehicle operator license.
 - C. High School Diploma or G.E.D.
 - D. Rhode Island EMT License (if already obtained), or proof of enrollment or EMT Class completion. **(Must have EMT license for offer of employment).**
 - E. 2009 Rhode Island Firefighter Physical Performance Assessment (PPA) Testing Certificate issued by the Rhode Island Association of Fire Chiefs **(2009/2010 PPA required for employment).**
 - F. Must furnish a certified copy of your Drivers Record (obtained from Operator Control Office of the Registry of Motor Vehicles of your State).
 - G. Must furnish a certified copy of criminal background check (obtained from the Department of Attorney General of the State in which you reside)
 - H. Minimum age - 18 years of age.
 - I. All documentation must be returned in person.
 - J. If you fail to provide these items at the time you submit your application, we will not be able to process your application.

Telephone inquiry - 401-333-2244
Personal inquiry – North Cumberland Fire Department
Fire Chief's Office
50 Arnold Mills Road
Cumberland, RI
8:00 am - 3:30 pm (Monday-Friday, or by appointment)

Application Requirements

- 1.) US Citizen, or USINS Qualified for Employment
- 2.) 18 Years of age prior to established written test date.
- 3.) Have no criminal convictions
- 4.) Have a High School Diploma or GED Certificate
- 5.) Hold a Valid Motor Vehicle License
- 6.) Hold a current Rhode Island Physical Assessment (PPA) Testing Certificate
- 7.) Rhode Island EMT-B license

Documents Needed

The **Original and a Copy** of the following documents **MUST BE** brought with you at time of application:

- 1.) Birth Certificate or USINS Papers
- 2.) High School Diploma or GED Certificate
- 3.) Motor Vehicle License Photo Identification
- 4.) RI EMT License
- 5.) Rhode Island Physical Performance Assessment (PPA) Testing Certificate
- 6.) License Drivers Record
- 7.) Criminal History Record

NOTE: Legible copies must be provided and will be retained.

Application and Selection Process

- 1.) Written Application with required Documents
 - 2.) Written Examination – 55%
 - 3.) Oral Interview – 30%
 - 4.) North Cumberland Call Firefighter – 6% max. (2% per year of qualified active service)
 - 5.) NFPA 1001 Certified – 5%
 - 6.) EMT-Cardiac License – 4%
- 4.) A list, ranking all of the applicants by total combined score, will be developed from which conditional offers for employment will be made.

Conditional Offer of Employment

The following requirements **MUST BE** met before an offer of employment is extended:

- 1.) Background Investigation
- 2.) Medical Exam with drug screening
- 3.) Drug-Free and No-Smoking Agreements signed.
- 4.) Successful completion of Recruit Training program.
- 5.) Rhode Island EMT-C License must be obtained within one year of appointment, which will be at the employees expense.

Essential Job Functions

See "Recruitment Application Packet"

