

## Fire Applicant Self Review

The following information is provided to assist you in determining if you have what it takes to be a Denver Firefighter. The listed categories are some things that should be seriously evaluated prior to application or reapplication. It is a general overview, and does not replace any specific standards used for employment consideration by the Civil Service Commission, the Department of Public Safety for the City and , or by the Denver Fire Department.

People with varied experiences are interested in career opportunities as a Firefighter. Most Fire departments look at several individual traits and characteristics when they evaluate each applicant for these very competitive and demanding jobs. As with any application process, the employer wants to hire applicants who are the best qualified and most suited to perform the job most effectively. In many instances, non-selection is as much about the individual as those who are in competition for the job.

Large Fire departments typically test thousands of applicants and review hundreds of applications for academy consideration. Public accountability mandates that Fire departments enact strict hiring standards and comprehensive testing and screening processes to ensure responsible hiring decisions.

Most departments have established a first tier of minimum qualifications that an applicant must possess. There are also a number of tests and screening processes such as physical ability tests, suitability testing/screening, polygraph tests, background investigations, department interviews, psychological tests, medical tests, drug screens, etc. that are put in place to address additional hiring standards beyond minimum qualifications. The Civil Service Commission will for example, review an applicant's employment/military record for any potentially negative information regarding terminations, discipline, job performance, and dependability. Behavioral issues such as driving record, compliance with laws, use of good judgment, interpersonal skills, and overall character are also examined. With each testing and selection phase, an applicant may be eliminated, or may proceed to the next phase. Successful applicants are given a final job offer.

Each person should consider some basic self-evaluation criteria prior to any application as a Firefighter.

**Integrity** – Are you willing to honestly disclose all information requested? This means the good as well as the bad, without reservation. Failure to provide accurate details or providing incomplete information is not acceptable. If you are serious about becoming a Firefighter, you must be completely honest and accurate in the application, testing, and screening processes.

**Employment** – Have you been a respected employee and have you represented yourself well in the work force? Work performance, acceptance of responsibility, interpersonal skills, and overall work ethic are some of the factors considered regarding an applicant's suitability.

**References** – Employment supervisors/co-workers, military references, friends, relatives and other individuals are contacted to confirm information provided by the applicant and to address background and suitability factors. Fire Departments typically utilize a background investigation process to solicit information from sources that are deemed credible. Additionally, many departments also seek out unlisted references.

**Skills** – Firefighters are required to have a variety of skills and abilities in order to perform the essential job functions. Each department has to consider their own local needs and given current world affairs, has to be prepared for any type of emergency or disaster. Typically, firefighters perform firefighting duties that require mental, physical, and mechanical tasks, emergency medical service, and public relation functions. Since Firefighters work directly with the public, good communication skills, sound judgment, and good reasoning abilities are important.

**Legal** – Legal and other such matters dealing with law and rule compliance or violation, and issues involving responsibility, judgment, maturity, honesty, and integrity can affect an applicant's suitability. Issues or incidents are reviewed as to severity and age of applicant at the time of the occurrence. Additionally, legal fines and penalties imposed are also considered in relation to the offense. There are certain law violations that may constitute automatic disqualification, or may be viewed as mitigating factors in the screening process. Therefore, any issue(s) involving legal matters or suitability concerns are carefully reviewed during the selection process.

**Juvenile Legal Matters** - Do not assume that legal matters dealing with juvenile convictions, deferred judgments, or adjudications are automatically cleared from a criminal record once you become an adult. Some applicants wrongly assume that a plea to a lesser charge, or meeting mandated court requirements, or agreeing to a settlement clears their juvenile criminal record. Since certain types of juvenile offenses may make you ineligible or unsuitable for consideration, please make sure you understand your criminal record prior to any application. If you are seeking copies of court records, you should contact the court in which the proceeding took place. Information regarding legal options such as expungement or sealing of juvenile court records can be obtained through the [Colorado Judicial Records Self Help Center](#).

**Values** – The values you hold and how you respect and treat others is very important. Individuals that display inappropriate behavior at home, work, or in the community face serious challenges about their character and suitability. Firefighting requires the ability to effectively communicate with others and the ability to positively interact with diverse people. Firefighters work long hours in close quarters. Teamwork and tolerance for differences is critical.

**Fitness** – The provides the educational and physical training required to be a Denver Firefighter, previous Fire certification is not required for application. Other Fire departments may require you to have completed a prior to consideration. Serious applicants understand that Firefighting is very physically demanding. You are expected to be physically prepared upon entering the academy. Physical fitness is a way of life in the Denver Fire Department.

**Self-Evaluation** – What have I done in my life? What have I done to prepare for this job? If you are looking for a job and not a career, then Public Safety is not for you. The mental and physical demands of an academy followed by field training and rigorous work schedules place heavy demands on those entrusted to serve as Firefighters.

In summary, please remember, the competition for public safety positions is great and the expectations are high for those honored to be hired. This information is a general overview, and does not replace any specific standards used for employment consideration by the Civil Service Commission, the Department of Public Safety for the City and , or by the-Denver Fire Department.