

(POST AUGUST 12-27, 2019)
DENVER CIVIL SERVICE COMMISSION
ANNOUNCEMENT OF EXAMINATION
LATERAL FIREFIGHTER
DENVER FIRE DEPARTMENT

August 26, 2019

Public notice is hereby given that the Civil Service Commission of the City and County of Denver shall hold an examination to create an eligible register for original appointment to the position of Lateral Firefighter for the Denver Fire Department. The eligible register shall be composed of the names of applicants who have been determined eligible, who have met select criteria and who have successfully completed and/or passed all phases of this examination and who are approved for placement on the respective eligible register by the Civil Service Commissioners.

The City and County of Denver is an Equal Employment Opportunity employer, and the Civil Service Commission and the Denver Fire Department as agencies of the City and County of Denver are committed to equal employment opportunity and compliance with all laws governing the application and hiring of suitable applicants for employment with the Denver Fire Department.

Please note: The provisions contained in this Announcement of Examination do not create or constitute any contractual rights between or among the Civil Service Commission, the City and County of Denver and any applicant or employee. The provisions of this Announcement may be modified, rescinded, or revised, in writing, by only the Civil Service Commission, which reserves the right to unilaterally modify, rescind or revise the provisions of this Announcement.

INFORMATIONAL BOOKLET

A *Denver Lateral Firefighter Academy Informational Booklet* is available at www.denvergov.org/civilservice. It contains detailed information regarding (but not limited to) the eligibility and selection requirements, the application process, testing and screening phases, minimum qualifications, job requirements, vision, hearing and medical standards, awarding of Veteran Preference Points, and the essential functions of the Firefighter position.

REQUEST FOR REASONABLE ACCOMMODATION

If any applicant or prospective applicant requires reasonable accommodation (per the Americans with Disabilities Act) in order to participate in any examination phase noted herein, the applicant must advise the Commission in advance, in writing, and provide supporting medical documentation. Each request will be reviewed on a case-by-case basis. The submission of a request does not necessarily mean that the request will be granted.

THE ABILITY TO PERFORM THE ESSENTIAL JOB FUNCTIONS

Applicants must be capable of performing the essential job functions of a Firefighter with or without reasonable accommodation. All phases of the testing and screening are designed to measure an applicant's ability to perform the essential functions of the job.

SOLICITATION OF PREFERENTIAL TREATMENT

Solicitation or attempted solicitation of preferential treatment in connection with any application or testing for original appointment, or for placement on an eligible register, or for certification for appointment to a position in the classified service, may be grounds for disqualification. This includes intervention on behalf of any applicant, outside of references and information provided in the background investigation process, by the respective department or any of its members, by a member of City Council, by any City official or City employee, and by a Commissioner or employee of the Commission. Personal references and letters of recommendation are considered during the background investigation only. An applicant may provide, as part of the background investigation process, letters of reference and the names, contact information, and nature of relationship for references he or she believes should be contacted during the background investigation.

LATERAL FIREFIGHTER ELIGIBILITY REQUIREMENTS

Per Commission Rule 5 §1 (C) “While examinations for original appointment are open examinations, the number of those to be examined may be limited, as determined by the Commission, based on the availability of testing slots and the personnel needs of the Police and Fire Departments.”

At the time of application, applicants must be currently employed as a full time paid firefighter employed by a state, county, or municipal fire department;

or be a retired firefighter who voluntarily separated (within the last 12 months) from full time paid employment from a state, county, or municipal fire department;

or be a former paid firefighter who was separated (within the last 12 months) as a result of lay-offs from full time employment by a state, county, or municipal fire department;

with a consecutive **minimum** of three years (full-time) paid firefighting experience while employed full time by a state, county, or municipal fire department.

At the time of application, applicants must also possess and provide copies of the following current certifications/accreditations:

- ◆ State Firefighter II certification (must meet ProBoard/IFSAC accreditation);
- ◆ Hazardous Materials Operations certification (must meet ProBoard/IFSAC accreditation);
- ◆ State of Colorado or National Registry Emergency Medical Technician (EMT) certification; and
- ◆ CPR certification (must meet Healthcare Provider or Professional Rescuer qualification).

At time of appointment, applicants must possess and provide a current copy no later than April 6, 2019:

- ◆ Candidate Physical Ability Test (CPAT) certification. Per the International Association of Fire Fighters (IAFF), CPAT certifications are only valid for a twelve month period from date of issuance.

Additionally, applicants must not have any job performance issues resulting in a negative or “needs improvement” status or evaluation in the past 60 months and applicants can have no disciplinary actions in their current or former department resulting in lost time in the past 60 months.

APPLICATION PERIOD

The Application Period will open at **9:00 a.m. on Monday, August 26, 2019 and will remain open for the first 100** applications, for testing September 16-17, 2019. No walk-in testing will be permitted during this test period.

TEST DATES & GENERAL TEST INFORMATION

Test Location: The written test will be administered at the Denver Civil Service Commission’s computer lab located on the 7th floor of The Denver Post building. The street address is 101 W. Colfax Avenue, Denver, CO 80202.

Parking: Parking at a meter is not recommended due to the duration of the test. Once the test has begun, applicants will not be permitted to leave the test area. There are several pay parking lots in the area and in the building, we do not validate parking.

Test Time: On test days, the written test WILL begin promptly at 7:30 a.m. and 12:30 p.m. Applicants should arrive at least 15 minutes prior to their appointment. **LATE ARRIVALS WILL NOT BE ADMITTED!**

Picture I.D. Required to Test: A driver’s license is required to gain admittance into all Civil Service tests/appointments.

Length of Test: Applicants should plan on spending 3-4 hours to complete the entire test process.

APPLICATION PROCESS

How to Apply: **Starting at 9:00 a.m. on Monday, August 26/ 2019**, prospective applicants can go to www.denvergov.org/civilservice to log onto a Workday link, to create a profile, and complete an application and screening questions. The first 100 applications will be reviewed for eligibility and adherence to stated minimum qualifications and selection criteria.

Testing is anticipated September 16-17, 2019. Applicants will have the opportunity to select their test date/time if their application is accepted.

LATERAL FIREFIGHTER ACADEMY CLASS

As a result of this screening and testing process, a limited number of individuals will be considered for one (1) 7-8-week Lateral Firefighter Academy class beginning April 20, 2020.

SALARY AND BENEFITS (Effective January 2020)

Pay and benefits for Denver Firefighters is determined by collective bargaining agreements between the City and County of Denver and local union officials. Generally, collective bargaining agreements are established for three year increments. The tentative salaries for 2020-2021, are as follows:

Pay Scale:	2020 Salary	2021 Salary
4 th Grade	\$59,186	\$60,961
3 rd Grade	\$65,559	\$67,526
2 nd Grade	\$72,844	\$75,029
1 st Grade	\$91,054	\$93,786

Benefits: Paid sick leave and vacation
Medical and dental insurance
Uniforms and most equipment furnished
Pension plan

Per City and County of Denver Charter §9.5.5 - Applicants who are employed as Denver Lateral Firefighters shall be appointed to Firefighter 4th Grade until successful completion of the Fire Academy. At such time, the Executive Director of Safety may continue the appointment as a Firefighter 4th Grade or may appoint the applicant, based upon merit, experience, or record to:

- The rank of Firefighter 3rd Grade, if that member has 3 years but less than 5 years prior Firefighter experience at the date of application.
- The rank of Firefighter 2nd Grade, if that member has more than 5 years but less than 8 years prior Firefighter experience at the date of application.
- The rank of Firefighter 1st Grade, if that member has 8 or more years prior Firefighter experience at the date of application.

The Lateral Firefighter may not contest the appointed rank and pay.

JOB QUALIFICATIONS/REQUIREMENTS

Qualifications: Applicants must meet all of the eligibility requirements and qualifications for Original Appointment as specified in Commission Rule 3 and as outlined in the *Denver Lateral Firefighter Academy Informational Booklet*.

Maintaining Emergency Medical Technician (E.M.T.) State Certification: While employed with the Denver Fire Department, Firefighters are required to maintain certification as an E.M.T.

Maintaining Physical Conditioning: Firefighters are required to maintain a specified level of physical stamina and conditioning throughout their career. Annual tests will be conducted to ensure compliance.

Work Schedule: The work schedule consists of a 48-hour average work week. Each Firefighter works one day (24 hours) and then has two days (48 hours) off. Every seventh shift each Firefighter is scheduled for an additional day off. At the discretion of the administration, firefighters may also be assigned various other work schedules in accordance with their work assignments.

TESTING AND SCREENING PHASES

Details regarding all testing and screening phases of the Lateral Firefighter process, from Application to Final Job Offer, are available in the *Denver Lateral Firefighter Academy Informational Booklet* at www.denvergov.org/civilservice.

ATTENTION:

Falsification or omission of any information, or the material misrepresentation of fact, including statements indicated on the Firefighter application form(s), or any other documentation as required by the Civil Service Commission, may be grounds for removal of the applicant's name from the eligible register and, if appointed, the applicant may be dismissed from the Denver Fire Department for violating the above Civil Service Commission rule.

Any protests or challenges by an applicant or potential applicant to the content of this official announcement, and/or plan set forth herein, must be presented in writing to:

EARL E. PETERSON
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www.denvergov.org/civilservice

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