

Fire Recruit Application Process

City of Ann Arbor

Fire Recruit

- **Minimum Requirements**

- A minimum of 18 years of age.
- High school diploma or GED equivalent.
- Valid driver's license.
- One of the following:
 - Fifteen (15) credit hours from an accredited college
 - DD214/active military guard/or reserve
 - EMPCO score of 75% or more

Fire Recruit

- Application Process
 1. Complete application online - a2gov.org/jobs
 2. Phone Interview
 3. Oral Interview
 4. Fire Administration Interview
 5. Conditional Offer of Employment
 1. Drug testing and medical examination
 2. Background check
 6. Start date (March - April)

Fire Recruit

- EMPCO Online Written Exam
 - Basic ability exam. This type of exam measures candidates' basic cognitive ability and behaviors. These are nationally validated exams designed to select candidates that have the cognitive skills that are predictive of success in a law enforcement or fire service job. Must have a minimum passing score of 75% to advance through the process.
 - Examination will be offered in the computer lab in the basement of City Hall.

Fire Recruit

- Phone Screen
 - Conducted by Human Relations and an assistant chief.
 - Questions asked are intended to give the department an idea of your character, personal morals and values.

Fire Recruit

- **Oral Interview**

- Conducted with three to six people from the fire department and HR interviewing one candidate at a time.
- Questions asked during this interview are intended to give the department an idea of your character, personal morals and values, and ability to function as a team member.
- Candidates are expected to interview in a professional manner.

Fire Recruit

- **Fire Administration Interview**

- Conducted with the Fire Chief, Assistant Chiefs, and HR representative.
- Second round of questions such as decision making, follow-through, integrity, and ability to work as part of a team.
- Candidates are expected to interview in a professional manner.

Fire Recruit

- Top applicants, depending on number of available positions, will be offered conditional offer of employment pending successful completion of the below items
 - Drug testing and medical physical
 - Background check, must complete a Personal History Statement