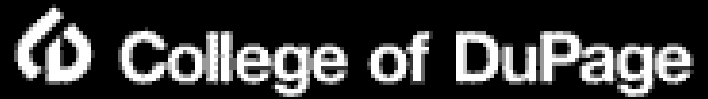




1127 S. Mannheim Rd., #203  
Westchester, IL 60154  
recruitment.iosolutions.com  
1.800.343.HIRE



Fire Science Applicant Testing  
<http://www.cod.edu/Fire>  
(630)942-2107

**The following departments will be participating in the testing consortium:**

- Glenside Fire Protection District
- Lisle/Woodridge Fire Protection District

**Please print this packet for your records and be sure to read it carefully.**

1. Go to [recruitment.iosolutions.com](http://recruitment.iosolutions.com) and complete the online application for the COD Consortium. One application will grant you access to both departments. Online Applications will be available beginning Monday, January 8, 2018 at 9:00 a.m. local time. **The last day for applications is Wednesday, January 31, 2018 at 12:00 p.m. local time.** No applications will be accepted after this date and time. There is a \$40.00 non-refundable fee for the application. Once you successfully confirm the application and its contents, you will be given an onscreen confirmation number. Print the confirmation page(s) with the number(s) for your records.
2. Prepare a 10" X 13" manila envelope, labeled with the department's name and your name (last name, first name, mi) in the upper left corner of the envelope. In separate envelopes, insert the Required Documents (see checklist) for each department. Required documents shall be submitted at the mandatory orientation on Monday, February 12, 2018.

All applicants must attend a MANDATORY ORIENTATION which will start promptly at 7:00 p.m. on Monday, February 12, 2018 at the College of DuPage, SRC 2000. Any candidate arriving after 7:00 p.m. will NOT be admitted—no exceptions. Check-in will begin at 5:45 p.m.

You must provide two (2) forms of identification at check in:

1) Photo identification

2) Proof of your signature (i.e. driver's license, Social Security Card, state ID, etc.)

Directions to the College of DuPage can be found at this website: [Map](#)

Candidates still qualified after the mandatory orientation will be emailed information on how to complete the testing process. Eligible candidates will have until March 23, 2018 to complete the exam through the testing center at the College of DuPage.

Candidate Physical Agility Testing (CPAT) will be reviewed at the orientation. CPAT certification is the responsibility of the applicant and may be required by date of application or date of hire (see department requirements). For CPAT information: [www.sufd.org](http://www.sufd.org), [www.nipsta.org](http://www.nipsta.org) or [www.naperville.il.us](http://www.naperville.il.us)

All phases of testing are mandatory. If you fail to attend or do not successfully complete the application process, orientation, written exam or any other portion any of the testing process, you will not be eligible for employment consideration at any of the fire departments for which you applied.

## MINIMUM REQUIREMENTS

- You must meet the minimum requirements for EACH department in order to be considered eligible for that specific department
- A \$40 non-refundable application fee must be paid for the application and this will grant you access to both departments participating in the consortium

### Glenside FPD

- U.S. Citizenship
- No Felony Convictions
- Valid IL Driver's License
- High School Diploma or Equivalent
- 21 to 35 years of age by date of hire unless otherwise exempt by statute
- OSFM Illinois Firefighter II or Basic Operations Firefighter Certificate
- IDPH Paramedic License
- CPAT and Ladder Climb verification (no more than one year old) by application deadline – Valid if dated 1/31/2017 – 1/31/2018

### Lisle/Woodridge FPD

- U.S. Citizenship
- No Felony Convictions
- Valid IL Driver's License
- High School Diploma or Equivalent
- 21 to 35 years of age by date of hire unless otherwise exempt by statute
- OSFM Illinois Firefighter II or Basic Operations Firefighter Certificate (*by time of conditional letter of employment*)
- IDPH Paramedic License (*by time of conditional letter of employment*)
- CPAT and Ladder Climb verification (no more than one year old) by application deadline – Valid if dated 1/31/2017 – 1/31/2018 (*must also be valid at date of conditional letter of appointment*)

- IDPH = Illinois Department of Public Health
  - CPAT = Candidate Physical Agility Test
    - FPD = Fire Protection District
  - EMT = Emergency Medical Technician
  - OSFM = Office of the State Fire Marshal

Requirements must be met by the application deadline (1/31/18 at 12:00 PM) unless stated otherwise.



## **☑ CHECK LIST OF REQUIRED DOCUMENTS**

- The Online Application deadline is Wednesday, January 31, 2018 at 12:00 p.m. No applications will be accepted after this date and time.
- Required Documents must be submitted for EACH DEPARTMENT at the MANDATORY ORIENTATION on Monday, February 12, 2018. In separate 10" X 13" manila envelopes, labeled with each departments name and your name (last name, first name, mi) in the upper left corner, provide the required documents for EACH DEPARTMENT:

### **Glenside FPD**

- ☐ Copy of Valid Illinois Driver's License
  - ☐ Copy of High School Diploma or Equivalent (GED)
  - ☐ Copy of County or State Birth Certificate\*  
(hospital copy NOT accepted)
- \*If you were not born in the United States, you must provide a copy of your Certificate of Naturalization Citizenship or a copy of your VALID US PASSPORT at the orientation along with other required documents.
- ☐ Copy of Social Security Card
  - ☐ Copy of Illinois OSFM Firefighter II or Basic Operations Firefighter Certification
  - ☐ Copy of IDPH Paramedic License
  - ☐ Copy of valid CPAT and Ladder Climb card issued within one year prior to application deadline – valid 1/31/17 – 1/31/18
  - ☐ *If applicable*, copy of military service records, including discharge papers
  - ☐ *If applicable*, copy of College or University Degree

### **Lisle/Woodridge FPD**

- ☐ Copy of Valid Illinois Driver's License
  - ☐ Copy of High School Diploma or Equivalent (GED)
  - ☐ Copy of County or State Birth Certificate\*  
(hospital copy NOT accepted)
- \*If you were not born in the United States, you must provide a copy of your Certificate of Naturalization Citizenship or a copy of your VALID US PASSPORT at the orientation along with other required documents.
- ☐ Copy of Illinois OSFM Firefighter II or Basic Operations Firefighter Certification (*by conditional letter of appointment*)
  - ☐ Copy of IDPH Paramedic License (*by conditional letter of appointment*)
  - ☐ Copy of valid CPAT and Ladder Climb card issued within one year prior to application deadline – valid 1/31/17 – 1/31/18 (*must also be valid at date of conditional letter of appointment*)
  - ☐ *If applicable*, copy of military service records, including discharge papers

- IDPH = Illinois Department of Public Health
  - CPAT = Candidate Physical Agility Test
  - FD = Fire Department
  - FPD = Fire Protection District
- EMT = Emergency Medical Technician
- OSFM = Office of the State Fire Marshal

After completing an ONLINE APPLICATION, you will receive an onscreen confirmation number.

**SAVE THE CONFIRMATION NUMBER(S) FOR YOUR RECORDS.**

Online Applications must be confirmed by January 31, 2018 at 12:00 p.m. local time.

