

FIRE UP YOUR FUTURE



BECOME A NORWALK FIREFIGHTER

FIREFIGHTER RECRUITMENT PACKET 2015

For more information and to sign up for alerts, visit: www.norwalkct.org



**APPLICATION AND TEST REGISTRATION:
SEPTEMBER 1- OCTOBER 31**

FIRE FIGHTER TEST: DECEMBER 5, 2015



Becoming a firefighter for the City of Norwalk is a highly competitive process. The Training Division typically receives over one thousand applications for each recruit academy, from men and women of many backgrounds. As a result, the Norwalk Fire Department is a true melting pot of people from across Connecticut and the United States.

The starting salary for a firefighter in FY15 is \$58,266

The Application Process is will open in September 2015. Application will be accepted through the NeoGov Portal for the City of Norwalk: <http://agency.governmentjobs.com/norwalk/default.cfm>
The application process is managed by the City's Personnel Department not the Fire Department.

If you would like to be notified by text or email when the application process opens or announcements are added to the Fire Department's Testing page, is hiring, please register here: <http://ct-norwalk.civicplus.com/list.aspx>

(Visit: www.norwalkct.org, select **E-services** on the left banner, then select **Notify Me**. Once you add your information, select "**Firefighter 2015**" and follow the prompts to complete the process)

How to Become a Norwalk Firefighter

1. Once the application process is open- Complete On-line Employment application to register for the test (<http://agency.governmentjobs.com/norwalk/default.cfm>)
2. Attend Orientation sessions (**These sessions are Optional**): Dates/Locations To be Announced
3. Sit for the Candidate Written Aptitude Test: Late November/Early December
4. Oral interview- Early January. For those candidates who achieve a passing grade on the written test.
5. Complete the Candidate Physical Ability Test
6. Background and reference checks
7. Offer of employment

Applications are only accepted for positions that are currently being recruited. The City of Norwalk generally recruits for Firefighter positions every 3 years . This Recruitment Packet explains the application, testing, and interview process in more detail.

Fire Department's Diversity Statement



The continued excellence of the Norwalk Fire Department is largely dependent upon the ability to attract, develop, and retain highly skilled, talented, and motivated members. An essential element in maintaining this quality of service is the recognition of the value of a diverse work force.

Characteristics such as age, culture, ethnicity, gender, race, religious preference, sexual orientation, and the expression of unique philosophies and ideas provide the opportunity to better understand each other. This understanding strengthens the efficiency and productivity of the Norwalk Fire Department, whose primary objective is to provide excellent service to a diverse community.

Mission- The mission of the Norwalk Fire Department is to maintain its high standard of excellence by attaining and fostering a diverse work force. This is accomplished by reaching the following goals:

Goals - The goals of the Norwalk Fire Department with regard to diversity are:

- Uphold all federal, state, and local laws, and the Norwalk Fire Department's rules and regulations regarding employment.
- Attract and retain qualified individuals from diverse backgrounds who are committed to the continued excellence of the Norwalk Fire Department.
- Achieve and accept a diverse work force in terms of age, culture, ethnicity, gender, race, religious preference, sexual orientation, and the expression of unique philosophies and ideas.
- Provide all employees the opportunity for development and growth at every rank in the Norwalk Fire Department.
- Expect that all employees will treat each other with dignity and respect, regardless of perceived differences.

Overview of the Written Exam

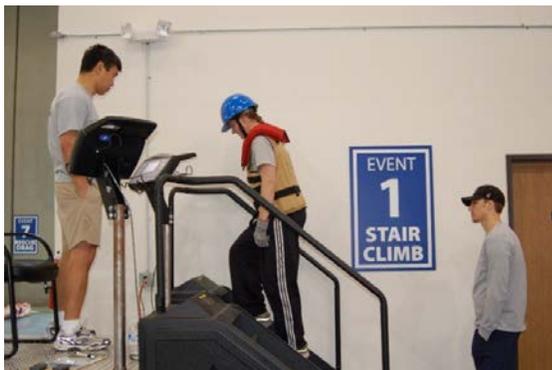
The Norwalk Fire Department will be working with a new vendor for the development of the 2015 test. Interested applicants can use standard Firefighter Prep books to get started, such as:

[Firefighter Exam and Interview Prep- Amatrudo and Peltz](#)

[Norman Hall's Firefighter Exam Prep Book](#)

[McGraw- Hill –Firefight Exam](#)

[Barron's Firefighter Candidate Exam](#)



Overview of the Candidate Physical Ability Test (CPAT)

In order to be considered for selection, firefighter applicants must pass the Candidate Physical Ability Test (CPAT) conducted in Meriden, CT. This test

consists of a series of eight physical tasks, such as running or raising ladders, which closely approximates physical tasks routinely performed by firefighters on the job. Most tasks are timed. This is a pass/fail test based on a maximum total time of 10 minutes and 20 seconds. Applicants are advised to prepare for the ability test for purposes of safety as well as to enhance their chance for a higher score. With adequate preparation, the average healthy, fit individual should be able to complete the test safely and satisfactorily. During testing, all procedures will be explained in detail and demonstrated if necessary.

Physical screening procedures meet the following criteria:

1. they are job related
2. they are not discriminatory on the basis of sex, race, age, etc.
3. they represent what experts feel are the most crucial phases of firefighting and emergency medical activities and are indicative of a variety of firefighting and emergency tasks; and
4. they are quantifiable.

Caution: Applicants are advised to consult their personal physician before starting a self-preparation training program and before participating in the agility test. **The City does not accept liability for physical or medical conditions experienced by applicants as a result of the ability test.** Each applicant must sign a statement accepting personal liability for such conditions before being permitted to participate in the agility test.

The CPAT consists of eight skills, you must wear a 50 pound vest that simulates the weight of self contained breathing apparatus (SCBA) and turnout gear. An additional 25 pounds (2- 12.5 pounds weights) that simulate a high rise hose bundle, is added to your shoulders for the stair climb.

Stair climb	Hose drag	Equipment carry	Ladder raise and extension
Forcible entry	Search	Rescue	Ceiling breach and pull

Link to Orientation Guide and CPAT webpage:
<http://www.ct.gov/cfpc/cwp/view.asp?Q=246722>

Connecticut Fire Academy



All new recruits complete a recruit academy (about 14 weeks) conducted at the CT Fire Academy in Windsor Locks, CT which includes both intense physical training and a challenging academic program. Required to maintain a minimum 80% average, recruits receive several certifications before graduation and their assignment to a fire station.

Frequently Asked Questions (FAQ)

Do you have to have some prior experience or training in firefighting? No. The Norwalk Fire Department is looking for people who are highly motivated, in excellent physical condition, and who possess adequate reading comprehension skills. While knowledge or experience of the fire

service will be helpful once the academy begins, it is not requirement for employment. The Norwalk Fire Department provides all of its new recruits with the necessary training to ensure they have the skills and knowledge necessary to perform their jobs in a safe and efficient manner.

What is the minimum education requirement? A high school education or General Equivalency Diploma (GED) is required.

Is there a residency requirement? No

Is there an age limit? The Norwalk Fire Department requires applicants be a minimum of 18 years of age at the time of the entry test. There is no upper age limit.

Can females become firefighters? Yes, although the Fire department currently has no female firefighter, we are prepared to welcome them.

How long is the CT Fire Academy? The Norwalk Fire Department Recruit Academy is a training program that runs about 14 weeks.

Can I complete the CT Physical Agility Test in advance of the written test? Yes, during recruitment, the Norwalk Fire Department will hold orientation days for the agility as well as the written aptitude test. While not required, applicants are strongly encouraged to attend.

Do you get paid while at the Fire Academy? Yes. All training is provided during the Fire Recruit Academy. Applicants who are accepted to the Fire Recruit Academy become permanent full time City of Norwalk employees at the start of the academy. You will be paid the starting salary for a firefighter, along with the benefits package provided by the City of Norwalk. See the Salary and Benefits section for benefits. There is a probationary period that starts with the date of employment and ends six months after graduation from the Fire Recruit Academy.

Does the Norwalk Fire Department accept lateral transfers? Not at this time.

If I already have firefighter I and II certification, will I complete the same training as someone without certification? Yes. The Norwalk Fire Department conducts a Recruit Academy that provides instruction in all of the courses required for Firefighter I and Firefighter II certification. All recruits must maintain an 80% average during the academy. Many of the areas are concentrated areas of study in subjects specific to the Norwalk Fire Department.

If I already have EMT Certification, will I complete the same training as someone without the certification? No, EMT is a State wide Certification as Long as your Certification is active and not expired you will not need to retake an EMT Course.



Working as a Norwalk Firefighter

Once assigned to a specific company, firefighters may be reassigned several times over the course of their career through transfers and promotions.

Firefighters are also temporarily transferred to other stations to fill vacancies created by sick days, vacation days, and other types of absences.

Most of the 132 members of the Norwalk Fire Department are firefighters in the Operations Division. Called line personnel, they report for duty each day at 8:00 a.m. and work two 24-hour shifts each week. On any given day, 33 firefighters are on duty citywide at fire stations.

In addition to responding to emergency calls, line personnel have a set schedule. The typical 24-hour day starts with each incoming firefighter putting their personal protective gear on their apparatus. Members exchange important information from the previous day, then begin their morning duties.

Duties include checking off all equipment, to make sure it's operational, as well as cleaning the fire station. Mornings are often spent completing station projects. Afternoons are often used as time for training as well as physical fitness activities. Firefighters can use down-time after dinner to study for promotional exams or engage or to perform class work while pursuing formal education.

Firefighter Recruitment Notification

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Public Safety Cadet Program

The Public Safety Cadet program is a shared program between Norwalk Fire and Police Departments for youth ages 13-20. Contact the Norwalk Police Department at 203-854-3029 to learn more about this program.

Take your career to new heights in the Norwalk Fire Department



For additional information or specific questions, contact:

Deputy Chief Todd Smith
tsmith@norwalkct.org
203-854-0235

