



Sedona Fire District

2024 Career Firefighter Recruitment

Firefighter Application Process

- Complete the National Testing Network FireTEAM assessment and PHQ by **Sunday, June 16, 2024**.
 - Go to www.nationaltestingnetwork.com
 - Complete the FireTEAM test
 - Select “Sedona Fire District”
 - Select “Fire” for firefighter jobs
 - Select “Sedona Fire District”
 - **Monday, June 23, 2024**, Sedona Fire District Human Resources will email the top candidates an application packet with an invitation to the Firefighter Assessment Center.
 - **Monday, July 22, 2024**, application packets must be received to confirm the applicants’ assessment center invitation.
 - Week of **August 5, 2024**, Sedona Fire District will conduct the Firefighter Assessment Center.
-

Frequently Asked Questions on Firefighter Testing

Submitting Application Packets

1. When are all applications packets due?

Monday, July 22, 2024. Sedona Fire will select the top candidates from the National Testing Network assessment to move forward in the recruitment process. If you are selected, you will receive an email from Sedona Fire Human Resources with an application packet.

2. What if my application packet is not complete?

Incomplete application packets will not be accepted. Any candidate submitting an incomplete application packet will be disqualified from the testing process.

3. Can I email or fax my completed application packet?

Yes. Packets may be sent by email to humanresources@sedonafire.org or fax to (928)204-8916.

4. Can I send my completed application via US mail or Fed Ex?

Yes. It is recommended that you use “Certified Mail/Return Receipt Requested” to verify our receipt of your application packet. Submit completed packets to:

Sedona Fire District
C/O Human Resources
2860 Southwest Dr.
Sedona, AZ 86336

5. Can I drop off my application packet in person?

Yes.

Candidate Physical Ability Test (CPAT)

1. Do I need to complete the CPAT before submitting the application packet?

Yes. All applicants must have a current CPAT to apply.

2. What if I have completed the CPAT already, do I have to take it again?

*Not if you have a **current** CPAT from a recognized licensed agency within one year of the Sedona Fire District's application deadline of July 22, 2024. Please submit a copy (both sides of the card) with your application packet.*

Oral Boards and Assessment Center

1. How will I know if I am selected to continue on to the Assessment Center?

You will receive an initial invitation from Human Resources along with an application packet. Human Resources will confirm your Assessment Center participation once they have received your complete application packet.

2. What if I forget the identification needed to participate in the Assessment Center?

You will be required to show a photo I.D. to get in the door. No exceptions.

3. What if I am late for the Assessment Center?

No one will be allowed to enter the Assessment Center past the designated start time. Do not be late. There will be no exceptions!

Certifications

1. What type of CPR card does the District require?

Current CPR cards based on the American Heart Association guidelines, "Health Care Provider", or equivalent. Expired CPR cards will not be accepted.

2. Will the District accept an out-of-state EMT certification?

Yes, for the National Testing Network process. Upon offer of employment you will be required to obtain an Arizona state EMT/Paramedic certification through the Arizona Department of Health Services. AZ Dept. of Health Services website: <https://www.azdhs.gov/preparedness/emergency-medical-services-trauma-system/index.php#emct-certification>

3. Will the District accept Firefighter I and II certifications that are not Pro Board or IFSAC certified?

No. Any non-Pro Board or non-IFSAC certifications require a Reciprocity Challenge Testing through the Arizona Center for Fire Excellence. Sedona Fire District must receive the challenge test results by July 22, 2024.

Link to the Arizona Center for Fire Excellence, Reciprocity Challenge Testing:

<http://www.azfiretraining.org/state-fire-training/challenge-testing>

Residency Restriction

1. Is there a residency radius or requirement for hire?

Yes. You must reside in the state of Arizona upon date of hire.

Ride-Along Opportunities

1. Can I do a ride-a-long?

Yes. Please contact the Sedona Fire District Division Chief of Training to schedule one at (928)282-6800.

Required Documents for the Application Packet:

1. Sedona Fire District application
 - a. Cover letter and/or resume, *at your discretion*
2. Copy of valid driver's license
3. Copy of clean Motor Vehicle Driving Record of 36-months
4. Copy of HS diploma or GED certificate
5. Copies of IFSAC or Pro-Board Firefighter I & II certificates
6. Copy of AZ State EMT or Paramedic certificate
7. Copy of HazMat/First Responder Operations certificate
8. Copy of Certificate of Basic Wildland Firefighter S-130/S-190 training (*required within one year of employment*)
9. CPAT license (need copy of both sides)
10. DD214, if you are a veteran

Thanks so much for pursuing this opportunity with Sedona Fire District. If you need any further info, please feel free to contact our Human Resource Manager Keona Freeman at (928)282-6800 or by email at humanresources@sedonafire.org.