Village of Hanover Park, IL

is currently testing for

PART-TIME FIREFIGHTERS/EMT

Starting pay is $10.73 an hour

($14.31 post academy graduation)

MINIMUM REQUIREMENTS:

- Age 21 at time of written exam with a H.S. diploma or GED or age 20 with 2 years of college course work in Fire Science or related field.
- Valid Driver's License
- EMT-B Certification
- No felony convictions and good moral character
- No residency requirement
- Valid CPAT card within 12 months (07/09/10 or later)
- $20 non-refundable application fee

SELECTION PROCESS:

The selection process includes an orientation, written exam, background investigation, oral interviews, psychological exam, polygraph, and a medical exam

TO APPLY:

- **Apply online at** www.hpiljobs.org - Only online applications will be accepted.
  Application Deadline: 4:00 p.m., Friday, July 01, 2011

- **$20.00 non-refundable application fee must be received by:** 4:00 p.m., Friday, July 01, 2011
  Choose one of the following payment options:
  - √ **Online**: MasterCard, American Express, Discover.
    https://www.illinoisepay.com/epay/GetSite?cmd=get&siteId=22 - Click on **"Public Safety Employment Application"**
  - √ **Mail:** Check, money order or cashier's check (payable to the Village of Hanover Park) and a completed Fire Testing Application Fee Form (located at the bottom of Page 2) to the Village of Hanover Park, Finance Dept., 2121 W. Lake Street, Hanover Park, IL 60133.
  - √ **In person**: Cash, check, money order, cashier's check, Mastercard or Visa.
    Village of Hanover Park, Finance Dept., 2121 W. Lake Street, Hanover Park, IL 60133.
    Hours: Monday through Friday - 8:00 a.m. to 4:30 p.m. – Thursdays 8:00 a.m. to 7:30 p.m.

- **Official, sealed, transcripts from your college, copy of CPAT card and copy of EMT-B License:**
  Please submit all documentation to Human Resources Dept., 2121 W. Lake Street, Hanover Park, IL 60133, no later than 4:00 p.m., Friday, July 01, 2011 **OR** bring them with you on the date of written test, Saturday, July 09, 2011. Candidates that do not submit paperwork by the above specified due dates, **WILL NOT** be allowed to take the written test (no exceptions).

- **Check your e-mail for important information about the recruitment process:** All communications will be sent via e-mail, only.

- **For information on candidate funded CPAT testing contact:** NIPSTA at 847-998-8090 or www.nipsta.org

- **Check the status of your application at** www.hpiljobs.org - Applicant Login. Provide your login/password and click on "Application Status."

- **Contact NEOGOV Applicant Support Center** at 877-204-4442, if you have difficulty applying online, or accessing your profile.

TESTING TIMELINE AND IMPORTANT DATES TO REMEMBER:

Friday, July 01, 2011 at 4:00 p.m.	**Application Due:** only online applications will be accepted. **$20 Non-Refundable Fee Due:** online, by mail or in person. **Transcripts, copy of CPAT card and copy of EMT-B License Due:** in Human Resources Dept., 2121 W. Lake Street, Hanover Park, IL 60133
Saturday, July 09, 2011 at 7:30 a.m.	**Orientation and Written Exam** Elgin Community College – Fox Valley University & Business Center (UBC) Seigle Auditorium – 1700 Spartan Dr., Elgin, IL – (ECC map attached) • Bring a valid Driver's License or State ID and a supply of sharpened #2 pencils. • If you haven't submitted already, please bring transcripts, copy of CPAT card and copy of EMT-B License. Candidates that do not submit paperwork by the specified due dates, **WILL NOT** be allowed to take the written test (no exceptions). • **We will not be able to make any date/time accommodations. Please plan ahead to be available on the date and time of testing.**
August, 2011	**Oral Interviews:** • Those eligible to participate will receive e-mail notification with interview schedule.
September, 2011	**Final Eligibility List Posted**

APPLICANT CHECK LIST:

Use this checklist to keep track of the recruitment process.
(If you do not attend or complete any portion of the testing process, you will not be eligible for employment.)

- ☐ Online application submitted (You will receive a confirmation page at the end of the online application. To check the status of your application logon to: **www.hpiljobs.org** – Applicant Login. Provide your login/password and click on "Application Status.")
- ☐ Submit payment of $20 non-refundable fee.
- ☐ Submit official, sealed college transcripts, copy of CPAT card and copy of EMT-B License.
- ☐ Attend mandatory orientation and written test.

(Detach here – Keep the top portion for your records.)

Village of Hanover Park, IL

Public Safety Recruitment – 2011 Fire Testing Application Fee Form

(Submit this completed form with your payment of $20. (Checks payable to Village of Hanover Park)
No form is needed if paying online.
DUE by 4:00 p.m., Friday, July 01, 2011

PLEASE PRINT LEGIBLY

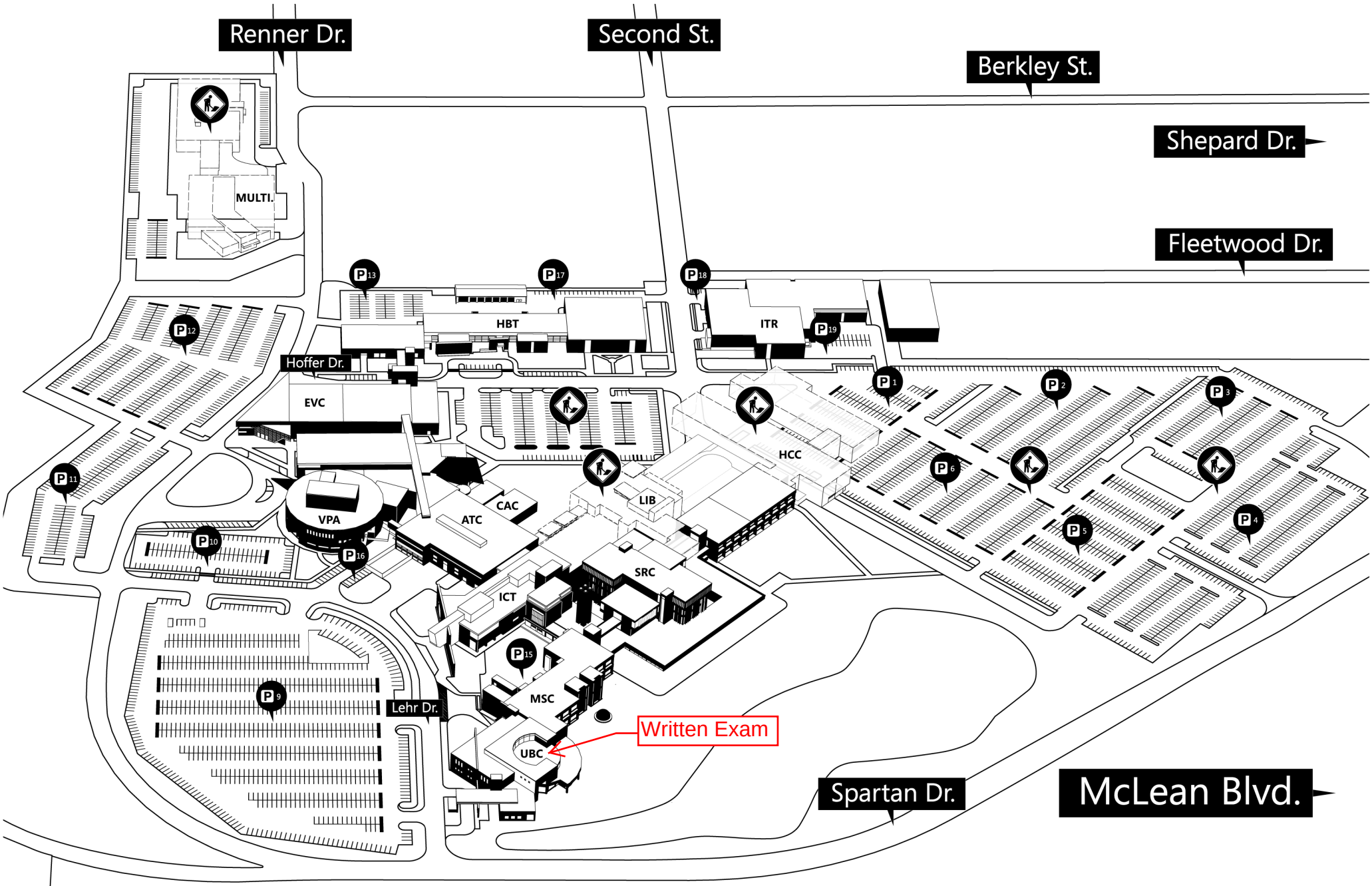
Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

e-mail:_____ Phone: _____

Hanover Park
One Village
One Future



ATC	Advanced Tech.Center	**HCC**	Health Careers Center	**MULTI.**	Multi-purpose Classroom Facility
CAC	Culinary Arts Center	**ITR**	Industry Training Center	**SRC**	Student Resource Center
EVC	Events Center	**LIB**	Library & Learning Center	**UBC**	University & Business Center
HBT	Health & Business Tech.	**MSC**	Math & Science Center	**VPA**	Visual & Performing Arts Center

P Parking

Construction

N

*Note: North side parking of campus (lots #1-6). All lots will be closed for improvements and expansion, expected to re-open in mid-August of this year.

ERGO METRICS

Make Your First Choice the Right Choice

FireTEAM™

Testing and Training System

FireTEAM Testing System was developed to measure specific aptitudes important to the occupation of firefighter and emergency response personnel. There are four components to FireTEAM testing system: a human interaction test, a mechanical aptitude test, a math test and a reading ability test. All test items were developed through rigorous research with many panels of experienced fire fighting and fire service professionals. You don't need experience to answer the questions in this test. Common sense is always your best guide.

Character is important to us. You will be required to sign a security and confidentiality agreement stating that you have not and will not violate test security through coaching or exchange of specific information about test items. Breach of this agreement is subject to prosecution under federal copyright law and would be viewed as an unacceptable integrity failure for an employee or prospective employee.

The answer sheet is machine scored so mark only one answer for each question and fill in the circle completely. If you mark more than one answer, you will get the question wrong. If you don't know the answer to a question, the best strategy is to guess because you may get it right anyway and you will definitely get it wrong if you don't answer.

Four Components of FireTEAM Testing System

FireTEAM Video-Based Human Relations Test
28 Scenarios, 76 Questions, 57 Minutes

Part I

FireTEAM Video-Based Human Relations Test focuses on teamwork and human relations skills and was specifically designed for firefighters. You will watch a video segment, then choose the BEST course of action in a multiple choice format. Once you have chosen the BEST possible course of action, you will be asked to identify the WORST possible course of action. This test is presented on video and the items play without stopping. You will have 10 seconds to answer each question.

You don't need experience to answer these questions. FireTEAM Video-Based Human Relations Test is not intended to be a test in any way of your knowledge of policy or technical aspects of the job. Any such information that may be needed to answer a question is provided in the test. For instance, in the video you will hear firefighters instructing business owners about safety requirements. You are not expected to know anything other than what is stated. Base your answers only on information given in the test and your own common sense.

FireTEAM Video-Based Human Relations Test is not meant as training or as an example of how firefighters should handle their jobs. In some cases, you will see firefighters who make poor choices about what to do.

Also, none of the questions or answers are meant to be tricky. Although all the answers may not be equal in terms of common sense, they would all be choices available to the firefighter. In no case is an answer wrong because the choice would not be possible. For instance, a firefighter can make decisions based on circumstances about how to work with members of the public in enforcing safety regulations.

Part II
In addition to answering the questions on Part I of FireTEAM Video-Based Human Relations Test, you will be instructed to observe the behaviors of the individual firefighters portrayed. You will have the opportunity to observe behavior on multiple occasions for many of the firefighters. Part II of FireTEAM Video-Based Human Relations Test consists of questions about these firefighters and their behaviors. Part II is on the same video and immediately follows Part I.

FireTEAM Animated Mechanical Aptitude Test
36 Questions, 43 Minutes

FireTEAM Animated Mechanical Aptitude Test is a multiple-choice mechanical aptitude test presented on video. You will see a detailed introduction to an animated brick making factory and then be asked questions about the factory. Most of the questions are about basic mechanical objects such as valves and principles such as water pressure. You will also be asked to answer trouble shooting type questions and observe system operations for problems. All of the questions can be answered based on common sense and observation of how everyday objects work. FireTEAM Animated Mechanical Aptitude Test is also timed. You will see the introduction and each question only once. Again, after each question is presented, you will have a brief period to mark the answer you think is best before the next question is presented.

FireTEAM Reading Test
25-27 Questions, 15 Minutes

This test is designed specifically for firefighters, a job requiring on-going study of difficult and technical materials. This test is based on training material and you will be required to choose a word that best fits in the blank. You are given 15 minutes to complete this test.

Make Your First Choice the Right Choice

FireTEAM™

Testing and Training System

FireTEAM Math Test
31 Questions, 25 Minutes

This math test is designed specifically for firefighters. The questions are presented on video. You must complete the calculations in your head. No written calculation is permitted. Questions are based on the type of math that firefighters must use on a regular basis as part of the job. Basic areas covered include: addition, subtraction, multiplication, division and proportions.

FireTEAM Practice Test

For more detailed information and 30+ practice items with discussion, visit the FireTEAM website at www.fireteamtest.com.