

**TESTING AND HIRING PROCEDURES FOR
NORMAN FIREFIGHTER RECRUIT**

APPLICANTS MUST MEET THE FOLLOWING MINIMUM QUALIFICATIONS:

1. Must be 18 years of age by **Friday, January 15, 2010.**
2. **Thirty (30) college credit hours** from an accredited college or university. An **official** transcript from your college or university, verifying the number of credit hours you have obtained **MUST BE INCLUDED WITH YOUR APPLICATION.**
3. No felony convictions.
4. Valid driver's license (out-of-state applicants must have ability to obtain Oklahoma Driver's License).
5. Good driving record.
6. Ability to perform essential duties of a Firefighter Recruit.

TESTING AND HIRING PROCEDURES:
(Tentative hiring schedule on reverse side of this paper)

Step 1 WRITTEN TEST

The Firefighter Recruit Exam assesses the following: mechanical comprehension; reading comprehension; mechanical aptitude; manipulative ability; and problem solving skills. Only applicants with a score of 70% or above may be selected to proceed to the physical agility test. Tool identification test is also administered at this time.

Step 2 PHYSICAL AGILITY TEST

You will be required to demonstrate your ability to perform eight (8) fire department work-related tasks. Each task must be satisfactorily completed within a specified time.

The physical agility test consists of the following:

1. Cardio – Respiratory Fitness
2. Balance Test – Dynamic Equilibrium
3. Hip Flexibility
4. Pull-ups
5. Sit-ups
6. Push-ups
7. Weight Carry

Step 3 ORAL INTERVIEW

Step 4 BACKGROUND INVESTIGATION AND REFERENCE CHECKS

Step 5 CHIEF'S INTERVIEW & EQUIPMENT ASSEMBLY PRACTICAL TEST

Step 6 CONDITIONAL OFFER TO SELECTED CANDIDATES

Step 7 MEDICAL EXAMINATION

Step 8 OFFICIAL NOTIFICATION TO SELECTED CANDIDATES

Step 9 ORIENTATION

Step 10 NFD ACADEMY BEGINS (TENTATIVE STARTING DATE IS JUNE 1, 2010)

(NOTE: Any of the above steps are subject to change.)

2010 Firefighter Recruitment Recruitment Schedule (Tentative)

January 4 – January 15	Recruitment Period Applications will be available for download on our website, will be emailed, mailed or picked up by applicants. We will encourage applicants to download and print from the website.
February 1 & 6	Written Tests – conducted at Moore Norman Technology Center Applicants will be assigned a date for testing on either February 1 st or February 6 th . Morning and afternoon sessions will be scheduled on each date.
February 27	Physical Agility Test - Top 150 applicants will be invited.
March 8 – 12	Oral Interview Boards
March 15 – 26	Background Investigations
March 29 – April 1	Chief's Interview & Equipment Assembly Practical Test
April 2	Conditional Offers
April 8 – 30	Medical Examinations
May 6 – 7	Final Offers
June 1	Academy Start Date

(All dates are subject to change.)