



**Eaton Fire Protection District**  
50 S Maple Ave  
Eaton, CO 80615  
[www.eatonfire.org](http://www.eatonfire.org)

Updated: 11/20/18

**Job Classification:** Full-Time Firefighter/EMT (FLSA non-exempt)

The Eaton Fire Protection District is seeking applicants to fill an open position and to establish an eligibility list for the position of Full-Time Firefighter/EMT. A copy of the current Position Description including all qualifications for this position is available at the District's website, [www.eatonfire.org](http://www.eatonfire.org). This position is "at-will," which means the District may terminate the employment relationship at any time and for no reason, subject only to the requirements of Federal and State law. Similarly, the employee may terminate the employment relationship without notice at any time for now reason.

**Application Due Day:** Friday, January 25, 2019 at 5:00PM MST.

Applicants accepted into the hiring process will be invited to the following dates:

Ride-Along/Line Evaluations: February 4-8, 2019 (4 hour blocks: 8am-12pm, 1pm-5pm)

Executive Staff Interviews: February 11-12, 2019

**Salary Information:** \$45,000 Annual Base

**Benefit Information:**

- FPPA Pension & 457 Deferred Compensation Plan
- Employee Assistance Program (EAP)
- Employer paid allowance of \$1000/month to be applied toward:
  - Health Insurance
  - Vision Insurance
  - Dental Insurance
  - AFLAC
- Accident & Sickness Policy
- Paid Vacation Leave
- Paid Sick Leave

**Candidate Contact:**

Marcia Lutters  
Office Manager  
[mlutters@eatonfire.org](mailto:mlutters@eatonfire.org)

**Department Overview:** Special District in Weld County covering 64 square miles in a mixed agricultural, oil & gas community with an active highway and railroad nearby. We have mutual aid agreements with several surrounding districts which gives us an opportunity to run a wider spectrum of call types. We offer room for growth and opportunities for many interests.

**Area Information:** Small town agricultural community that is expanding due to oil & gas boom.

**Population:** APPX 6500 IN DISTRICT

Additional information can be found on the employment page of the District's website at [www.eatonfire.org](http://www.eatonfire.org)

---

## **Application Requirements**

**The minimum certification requirements for a Full-Time Firefighter/EMT are:**

- State of Colorado EMT
- Current CPR
- Current CPAT
- Current State of Colorado Firefighter I
- Current State of Colorado HazMat Operations
- NIMS 100, 200, 700 (online courses)

**Preferred Certifications:**

- State of Colorado Firefighter II
- State of Colorado Driver/Operator, D/O Pumper, D/O Aerial
- Advanced hazmat or technical rescue certifications
- Wildland S-130/190

*Note: The "preferred certifications" are not required to apply for a Full-Time Firefighter/EMT position. The applicant would need to obtain these certifications within a designated amount of time after hire.*

**Applicants will be required to complete the following examinations:**

- CPAT – Candidate Physical Ability Test (completed prior & completion certificate submitted)
- Shift Ride Along (working interview)
- Written Exam (approximately 50 questions)
- Executive Staff Oral Board Interview

\*\*Further information on the above tests is provided below. Further information can also be found on the District's website at [www.eatonfire.org](http://www.eatonfire.org).

**Candidate Physical Ability Test (CPAT):** As of July 2018, the Eaton Fire Protection District requires applicants to possess a current (within 1 year of application deadline date) CPAT certificate to be eligible to apply. We encourage you to obtain a CPAT certificate through Aims Community College in Greeley, CO or from a local CPAT testing organization.

**What is CPAT?** This candidate physical ability test (CPAT) consists of eight separate events that require you to progress along a predetermined path from event to event in a continuous manner. This test was developed to allow fire departments to obtain pools of trainable candidates who are physically able to perform essential job tasks at fire scenes. For more information on the CPAT, applicants can visit the IAFF's CPA information page at [www.iaff.org/hs/CPAT/cpat\\_index.html](http://www.iaff.org/hs/CPAT/cpat_index.html). If you do not have a current CPAT certificate, it may not be too late. The District accepts CPAT certifications from any testing organization licensed through the IAFF. Below are a few local testing organizations:

Aims Community College: <http://www.aims.edu/academics/fire-science/cpat>

Pikes Peak Community College: [www.ppcc.edu/departments/fire-science-technology/cpat/](http://www.ppcc.edu/departments/fire-science-technology/cpat/)

**Shift Ride Along:** Applicants that are accepted into the testing process will complete a shift ride along (working interview). Each applicant will spend 4 hours with a duty crew. This allows the applicant the opportunity to learn our District, as well as the opportunity for our crews to learn about you in an informal setting.

**Oral Board & Executive Staff Interviews:** Applicants that are accepted into the hiring process will be invited to an oral board panel interview. Oral board interviews will be conducted at the District's Administration Offices. Applicants will need to be prepared to present an oral resume presentation that is not to exceed 15 minutes, followed by a standard panel interview. The oral resume may be presented using PowerPoint (or other digital presentation), follow a standard resume format, include pertinent information, and can include pictures, video clips, and other visual aids.

**Hiring Packet & Required Documentation:** The position posting(s), position description(s), District employment application, and a submittal checklist can be located at and printed from the District's website at [www.eatonfire.org](http://www.eatonfire.org) or can be picked up in person at the Eaton Fire Admin located at 214 Collins St., Eaton, CO 80615, during normal working hours.

The District reserves the right not to hire any of the applicants for the position in its sole discretion. Interested candidates must submit the documentation listed below by **5:00PM MST Friday, January 25<sup>th</sup>, 2019**. Incomplete application packets will not be considered.

- District Application
- Cover letter & Resume
- Copy of current CPAT Certificate
- Copy of current Colorado issued Driver's License
- Copy of Motor Vehicle driving report (within 30 days of application submission)
- Copy of Colorado Firefighter I Certificate (or higher)
- Copy of Colorado HazMat Operations Certificate (or higher)
- Copy of National Registry EMT and/or Colorado EMT certificate (or higher)
- Copy of CPR Card
- Signed receipt acknowledging having read and understand the EFPD Job Description for Full-Time FF/EMT as available from the District's website
- Copies of Pertinent Certificates, for example:
  - Red Card
  - Driver/Operator
  - Blue Card
  - Technical Rescue
  - HazMat Technician

**The above documents can be submitted by one of the following ways:**

- Deliver in person to the Eaton Fire Admin, located at 214 Collins St., Eaton, CO 80615
- Mail to the District's Office (Attn: Marcia Lutters) at 50 S Maple Ave, Eaton, CO 80615
- Email to Office Manager Marcia Lutters at [mlutters@eatonfire.org](mailto:mlutters@eatonfire.org) ; using a SUBJECT line of "APPLICATION PACKET for: (name)".

*(Make sure you confirm your application packet was received.)*

**Questions?**

Additional information can be found on the District's website at [www.eatonfire.org](http://www.eatonfire.org).

Questions (email preferred) regarding the hiring process can be directed to Office Manager Marcia Lutters at [mlutters@eatonfire.org](mailto:mlutters@eatonfire.org); using the SUBJECT line of "APPLICATION QUESTION for: (name)".