

AFTER THE EXAM ADMINISTRATION

1. If I receive notification that I’ve passed the exam, what happens next?

All applicants who pass the exam are placed on an eligibility list sorted in lottery order with preferences applied. Those candidates will be referred for processing to the Chicago Fire Department in lottery order with preferences applied as vacancies become available.

2. The posting and FAQ refer to a “lottery” what is meant by that?

The City of Chicago anticipates a strong interest in the FF/EMT position. With such a strong interest we believe the fairest approach is to use a randomized selection process. All applicants who submit a complete application and who meet minimum qualifications will be entered into the randomized selection process, also referred to as the lottery. The lottery will be conducted via a computer system that has been validated. All completed applications will be randomly assigned a lottery number. The lottery numbers will be placed onto a list in numerical order. The Department of Human Resources will then apply various preferences to the candidates. Applications that are received and indicate an applicant wishes to receive a preference will be reviewed to ensure all necessary requirements are met. The final list of 4,500 candidates who will be invited to sit for the exam will be comprised of individuals in lottery order with the preferences applied. See below for more information about preferences.

3. What minimum qualifications must I meet when I am called to start the preemployment processing as a Chicago Fire Fighter/EMT?

- ✓ You must be at least 18 years of age by December 1, 2022.
 - i. Pursuant to the Municipal Code of Chicago, no person may be appointed as a probationary Firefighter/EMT after the person’s 38th birthday.
- ✓ You must possess a current, valid driver’s license.
- ✓ You must be a high school graduate or possess a general equivalency diploma (GED) by the time of processing.
- ✓ Must pass background investigation including, fingerprinting among other pre-employment procedures.
- ✓ Must be a resident in the City of Chicago.
- ✓ You must be a U.S. citizen or authorized to work in the United States.
- ✓ Must have a valid, non-expired Candidate Physical Ability Test (CPAT) certification. The Candidate Physical Ability Test consists of eight critical physical tasks that simulate actual job duties on the fire ground.

Note: The CPAT certification must be current and valid at the time the candidate is called for initial processing for hire by the candidate’s start date into the Fire Training Academy. The City of Chicago recommends that candidate’s work on obtaining their CPAT certification after successful completion of the written exam with consideration of their assigned lottery number. Please note, CPAT certifications are only valid for one year and will need to be renewed annually.

For more information on the CPAT certification program, please visit the following websites:
https://www.chicago.gov/city/en/depts/cfd/supp_info/cpat_candidate_preparationguide.html
<http://cpat.mabas24.org/>

4. If I meet the minimum qualifications and am placed on the eligibility list in lottery order, how long am I on the eligibility list?

You remain on the eligibility list until it is either fully exhausted or retired.

Please be sure to keep your contact information (*i.e.*, address, phone, and e-mail) up to date to ensure that we can reach you if you are referred from the eligibility list. To update your contact information as necessary by either logging into your account or e-mailing your updated contact information to fire-application@cityofchicago.org

5. If I pass the test and start the pre-employment process, am I immediately hired to the Chicago Fire Department?

No. Before you can be hired and admitted to the Chicago Fire Academy, you must pass drug screenings, a background investigation including fingerprinting, and other pre-employment procedures as determined by the Chicago Fire Department. Successful candidates will be given a conditional offer of appointment and must pass a comprehensive medical examination prior to final appointment into the Fire Training Academy as a Probationary Firefighter/EMT.

6. Will everyone who passed the test be hired?

This eligibility list is comprised of candidates who applied to Requisition 8801-CFD-2022-FF-EMT. All candidates were assigned a random number, noted as Lottery number. Candidates who successfully passed the written test were placed in order based on lottery number with preferences assigned and were then given a Processing Order Number. The Processing Order Number indicates the order candidates will be contacted by the Office of Public Safety Administration to begin processing. To learn more about the requirements for processing, please visit:

https://www.chicago.gov/city/en/depts/cfd/supp_info/Join_CFD.html

Please note the Chicago Fire Department hires approximately 200 new Firefighter/EMTs per year, not all applicants will be hired from the Eligibility List.

7. What happens if I fail any portion of the hiring process?

If you fail any portion of the pre-employment hiring, you will be disqualified and CFD will cease to process your application.

8. If I am admitted to the Chicago Fire Academy, what kind of training will I receive?

Candidates receive approximately twelve (12) weeks of EMT-B training and twelve (12) weeks of fire suppression training at the Fire Academy before graduating and receiving a field assignment as a Probationary Firefighter/EMT.

9. How long does it take to graduate from the Fire Training Academy?

Approximately six (6) months. Probationary Firefighter/EMTs must successfully complete all training modules and applicable licensure tests and requirements in order to graduate. Any person appointed to the position of Firefighter/EMT will be required to become NREMT/B certified before graduation from the Chicago Fire Academy and maintain said certification or be subject to dismissal from the service of the

City of Chicago. All new appointment Probationary Firefighter/EMTs must serve a nine (9) month probationary period effective the date of appointment.

10. If I graduate from the Chicago Fire Academy, where will I be assigned?

Assignments of graduates are selected randomly and depend on the operational needs of the Chicago Fire Department at the time of graduation.

GENERAL QUESTIONS

1. I am a Firefighter/EMT in another jurisdiction. Do I still have to go through the Chicago Fire Department’s training program?

Yes. Regardless of your current status, everyone hired for the position of Firefighter/EMT must attend and graduate from the Fire Training Academy in order to hold that title.

2. What is the salary of a Firefighter/EMT?

A Firefighter/EMT starts at an annual salary of \$62,466 (as of January 1, 2022). There are regularly scheduled pay raises per the union collective bargaining agreement. After 18 months FF/EMTs will receive \$80,448.

3. What are the benefits that are offered with the Firefighter/EMT position?

There are many benefits, which include:

- Starting annual salary of \$62,466 (as of January 1, 2022)
- Tuition Reimbursement
- Medical, Dental, Prescription and Vision Insurance
- Opportunity for Advancement
- Attractive Work Schedule (24 hours on, 48 hours off and opportunities for overtime)
- Paid Holidays and Vacation Days
- Retirement Plan
- Annual Uniform Allowance

4. Is there a weight requirement for the position?

There is no weight requirement, however, please understand you must be physically fit to perform the job functions of a FF/EMT, in addition you must pass the CPAT and a medical exam during processing.

5. What happens to previous years' applications?

Per the City of Chicago Employment Plan, once a new test is administered the previous referral list is retired by the Department of Human Resources and replaced with the new referral list.

6. Is there someone we can speak to more in-depth?

Absolutely! Please email CFDRecruitment@cityofchicago.org and an ambassador from the recruitment team will contact you.

7. Who will I receive communication from during this process?

Emails will be sent from the following email addresses: hr-empty@invalidemail.com, CFDRecruitment@cityofchicago.org, fire-application@cityofchicago.org Be sure to add these email addresses to your email contacts or “safe sender” list so you will not miss any emails.

8. How can I stay updated on what is happening with the process?

Follow us on social media:

<https://www.facebook.com/OfficialChicagoFireDepartment/>

<https://www.facebook.com/igniteYourCareerCFD>

<https://www.chicago.gov/city/en/depts/cfd.html>



9. What is my test score? Can you tell me my test score?

The Chicago FF/EMT exam is strictly a pass/fail exam. As such, actual test scores are not provided to candidates. Because the test is pass/fail, knowing your actual test score does not benefit you in this process.

10. What is the passing score on the test?

Candidates had to pass both a cognitive and non-cognitive component of the exam. The cognitive, multiple-choice component was scored pass/fail. The passing score for this section was 68%.

The non-cognitive component was evaluated with a percentile score. Candidates had to be in the top 55 percentile (above the 46th percentile) to pass this component of the exam.

Candidates had to pass both components. The City does not have information about which component or components that people failed. We only have overall pass/fail information.

More in depth

The cut points were approximately 68% on the cognitive/multiple-choice component and/or approximately the 46th percentile on the non-cognitive component.

This means that candidates who scored below 68% on the cognitive/multiple-choice test OR below the 46th percentile on the non-cognitive component did not pass the test.

11. I find it difficult to believe I failed this test. How do I know the vendor did not incorrectly score my exam?

Both the vendor who scored the exam as well as the vendor who administered the exam perform a series of quality control checks to ensure that each candidate’s test is scored accurately. Both firms

employ competent experts in the field of pre-employment testing. As such, we can confirm that your results were tabulated correctly.

12. I want to review my test or know how many questions I got wrong on the test. OR If I failed the exam, how do I petition to review my results? If I am not permitted to review my results, why?

In order to maintain the security of the written examination process, candidates are not permitted to review questions and answers or score calculations from this examination. The examination you took is a proprietary document that does not belong to the City of Chicago. We are not allowed to provide the exam questions to anyone.

As indicated in the result letters, applicants may not petition to review their results. The exam used by the vendor is a standardized test utilized throughout the country and therefore, as a condition of using the exam, applicants cannot access the exam after the test date. The test is proprietary to the vendor, and the City is contractually obligated to meet the vendor’s requirements for maintaining exam security.

13. Is the number I received my actual ranking with regards to an offer for hire?

The number assigned to a candidate indicates the candidate’s position on the eligibility list, which is used to refer candidates to the Office of Public Safety Administration (OSPA). Referral to OSPA is not an offer for employment. Rather, referral initiates the pre-employment process, which is comprised of multiple steps, including a medical exam and background check.

14. How old must I be to actually start the Academy?

To be referred to the OSPA/Chicago Fire Department and/or enter the Academy, you must have been at least 18 years old on December 1st, 2022. Pursuant to the Municipal Code of Chicago 2-152-410, no person may be appointed as a probationary Firefighter/EMT after the person's 38th birthday. As candidates’ 38th birthday approaches they will no longer be referred to OSPA for processing.

15. Is there any schooling/classes I should take prior to the start of Academy training?

No. However, candidates must have a valid CPAT certification at the time they start the Fire Academy.

16. How was the “lottery” portion of the testing process performed?

The lottery is conducted through an electronic system that uses a random formula to generate a lottery list. It is not based on social security numbers. There is no human intervention in determining the lottery order or random number assigned to each candidate. All candidates who applied received a random number through the lottery system.

17. How many people applied to the position?

15,250 individuals completed the application.

18. How many people were invited to sit for exam?

4,972 candidates were invited to sit for the written exam

19. How many people did not attend the exam who were invited?

745 did not attend their scheduled exam administration.

20. Are there any makeup opportunities?

Makeup opportunities will only be available for individuals who are serving in the military who applied during the original application period but could not attend the original examination due to a military commitment on their exam date. You will be required to provide supporting documentation to support your request.

21. Per the Facebook post, what is my new lotter number?

The lottery number you received after the application closed has not and will not change. Therefore, your lottery number on your test results letter is still in effect. The Department of Human Resources has added a “processing number” as an additional indicator to help candidates better understand their position on the referral list.

22. When should applicants take the Candidate Physical Ability Test (CPAT)?

We encourage individuals to view the CPAT video and begin preparation to successfully complete the CPAT. As the applicants assigned lottery number nears being called for processing, they should obtain their CPAT certification (note: CPAT certification is only good for 1yr and must be renewed by taking the CPAT again)

23. What if I owe the City money (for example, through unpaid parking tickets or water bills)?

You must pay all debts or participate in a debt payment plan before you can enter the Chicago Fire Academy. To prove that you have paid your debts, you must provide proof from the Department of Finance that (1) the debt is not attributable to you; (2) you have paid the debt in full; or (3) you have enrolled in a debt payment plan. You can find additional information regarding payment plan options at the following:

https://www.chicago.gov/city/en/depts/fin/provdrs/utility_billing/svcs/utility_bill_payment_plan.html

<https://pay.chicago.gov/payments/tickets>

https://www.chicago.gov/city/en/depts/fin/supp_info/revenue/parking_and_red-lightticketpaymentplans.html