# Job Information

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**GREATER FLAGSTAFF REGION (GFR)**

**SUMMIT FIRE AND MEDICAL HIGHLANDS FIRE FLAGSTAFF FIRE DEPARTMENT  
8905 N KOCH FIELD RD 3350 Old Munds Highway 211 ASPEN AVE  
FLAGSTAFF, ARIZONA 86004 FLAGSTAFF, ARIZONA 86005 FLAGSTAFF, ARIZONA 86001**[**https://www.summitfiredepartment.org**](https://www.summitfiredepartment.org)[**http://summitfiredepartment.org/**](http://summitfiredepartment.org/)[**https://www.flagstaff.az.gov/2977/Fire-Department**](https://www.flagstaff.az.gov/2977/Fire-Department)

[**https://www.facebook.com/SummitFMD/**](https://www.facebook.com/SummitFMD/)

**The GFR is hiring for Firefighter/EMT for the fall 2021 academy. The recruitment and testing process will be conducted simultaneously for all three agencies. Flagstaff Fire Department anticipates hiring up to twelve positions based on attrition and the current budget process. Summit Fire & Medical and the Highlands Fire District do not have known vacancies at this time but may offer positions if their employment needs change.**

**Classification:**Firefighter/EMT

**Process: (All dates below are estimated and may change as needed.)**

1. **NTN Written Exam**

**Candidates will complete the** National Testing Network (NTN) written exam process. Completion indicates agreement to be considered for hire by any of the GFR employers and consent to share your test scores in a common bank for evaluation.

1. **Application for Employment**

Candidates with t**he top 150 scores will be invited to submit applications through the City of Flagstaff Human Resources Division.**

1. **Candidate Review**

Each candidate’s application, completed education/training, and relevant work history will be reviewed and scored. Candidates with the highest cumulative scores (including the NTN written exam and matrix) will be invited to complete Physical Agility Testing.

1. **Physical Agility Testing**

Testing is planned for August 21st. Click [here](https://youtu.be/ix394KLjyH4) to view the test for the GFR employers.

1. **Peer interview**

Candidates with the highest cumulative scores (including the NTN written exam, matrix, and physical agility testing) will advance to the Peer Interview. These interviews are planned to take place between August 30th through Sept 3rd.

1. **Chief’s Interview**

Candidates with the highest cumulative scores will interview with the Fire Chief. These interviews are planned to take place between scheduled between September 15th and 17th.

1. **Conditional Job Offer**

Successful top candidates will receive a conditional job offer the week of September 20th. At the time an offer is accepted with a specific GFR employer, the candidate will no longer continue the process for the other GFR employers.

1. **Pre-Academy Meeting**

A (voluntary yet highly recommended) pre-academy meeting is planned for October 2, 2021. Candidates will be sized for uniforms and PPE and receive information to prepare for the upcoming academy.

1. **Academy**

The 10--week Regional Fire Academy will begin last week in October or early November.

**Alternates**

Alternates will go through all background requirements listed below. In the case that a candidate is eliminated or drops out within the first ten (10) days of the academy, the GFR employer reserves the right to offer the position to the next individual on their alternate list.

**Salary:**

**Summit Fire and Medical District**- $40,963/year Firefighter/EMT and $46,713/year Firefighter Paramedic

**Highlands**: $41, 888 - $55, 617.74 Firefighter/EMT Annually

**Flagstaff Fire Department** - $50,872.64/year Firefighter/EMT

## 

## Job Requirements:

**Age:** 18

**US Citizen:** Lawfully work in the U.S.

**High School Grad/GED:** Yes

**Valid ARIZONA State Driver's License:** Yes

**Ability to Read/Speak English:** Yes

**Vision:** Must pass NFPA 1582 pre-employment physical

**Minimum Requirements\*:**

* Valid driver’s license
* High school diploma or GED
* Firefighter I & II certification through a state, DOD or accredited agency (ex: OR, AZ, CA or IFSAC)
* National Registry/Arizona State EMT certification

*\*Candidates that do not submit records of successful completion with their applications will not be considered for employment*

**Criminal Activity Disqualifiers**: Candidates with any felony criminal convictions will be disqualified.

**Pre-Employment Requirements:** All selected candidates must successfully pass a background check, non-regulated drug and alcohol screening, medical examination and essential job functions exam by the Public Safety Personnel Retirement System (PSPRS) physician, Minnesota Multiphasic Personality Inventory (MMPI), Substance Abuse Subtle Screening Inventory, Structure Interview for Fire Service Applicants, and provide record of tetanus and hepatitis A/B immunization.