

TO ALL APPLICANTS:

THIS PACKET SHOULD INCLUDE THE FOLLOWING ITEMS:

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Position description and essential job functions (pages 5-8)

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The applicant is responsible for reporting all CONTACT CHANGES INCLUDING EMAIL AND PHONE NUMBER. If you have a change of contact after your application is submitted, you must email written notice of such change to the attention of Evansville Fire Merit Commission at efdemployment@evansvillefiredepartment.com. A confirmation email will be sent back verifying the updated information. Applications with incorrect information are subject to disqualification.

Applications must be completed by the applicant. Applications and all items submitted will become property of the Evansville Fire Department and will not be returned.

CITY OF EVANSVILLE, INDIANA

AN EQUAL OPPORTUNITY EMPLOYER AND PROGRAM PROVIDER

Minimum Standards for Employment as a Firefighter

Must be qualified to perform the essential job functions specified in the Firefighter Job Description

To be appointed as a Firefighter, and prior to completing an application, an applicant must:

Be a citizen of the United States

Be at least twenty-one (21) years of age by the time the new eligibility list goes into effect on January 1, 2026, and be employed by EFD from said eligibility list before reaching 40 years of age. However, pursuant to limitations found in applicable Indiana pension laws, persons who have been previously employed as an Indiana career firefighter shall be given credit for the number of years of service completed on the Department by deducting from their current age the number of years of service completed (such persons shall be required to otherwise compete in the application process).

Be a high school graduate or possess a G.E.D. Certificate

Possess a valid driver's license from any state

Not been convicted of a felony or of a felony that has not been expunged or sealed

Discharge from military not categorized as "Other Than Honorable", "Bad Conduct" or "Dishonorable". (if applicable)

NOTE – EFD supports Reserve Military by compliance with the U.S. Dept. of Labor & USERRA

Comply with all statutory requirements

Meet any other requirements established by the Fire Merit Commission for appointment to the Department.

Additional requirements to be appointed as a Firefighter:

Pass a written test of general aptitude (IC 36-8-3.2-3)

Participation in an oral interview

Pass a physical ability test which complies with procedures adopted by the Evansville Fire Merit Commission and IC 36-8-3.2-3. Evansville Fire Department utilizes the CPAT created by IAFF to meet these requirements.

Prior to appointment, you must ascend and descend a 75' aerial ladder at a 70° angle in 105 seconds. This is to test for acrophobia (fear of heights) as required by IC 36-8-3.2-3.

Employment contingent upon clear results of a thorough background check and drug screen.

Approval of the Local & State Pension Board after taking the required physical examination, and psychological evaluation (IC 36-8-3.2-2)

*EXAMINATION AND HIRING COMPONENTS

The examination process for the rank of Firefighter shall consist of the following components:

A job relevant written aptitude test that:

- Reflects the essential functions of the job

- Is conducted according to procedures adopted by the Evansville Fire Merit Commission and IC 36-8-3.2-3

- Is administered in a manner that reasonably accommodates the needs of disabled applicants

A structured oral interview that:

- Reflects the essential functions of the job

- Is conducted according to procedures adopted by the Evansville Fire Merit Commission

- Is administered in a manner that reasonably accommodates the needs of disabled applicants

The following components will be administered after the hiring eligibility list is established and certified by Evansville Fire Merit Commission but prior to appointment one EFD

A Candidate Physical Ability Test (CPAT) that:

- Does not discriminate on the basis of sex

- Reflects the essential functions of the job

- At a minimum, testing includes the following:

 - Fear of confinement (claustrophobia)

 - Muscular strength

 - Muscular endurance

 - Cardiovascular endurance

 - Musculoskeletal flexibility

- Is successfully completed within the previous 12 months, utilizing the Evansville Fire Department CPAT dates as the timeline. (EFD utilizes the IAFF CPAT)

Cards issued by other IAFF Licensed entities will be accepted if the date of issue falls within the timeline requirement established by EFD and the Fire Merit Commission

Aerial Ladder Climb: (after eligibility list is complete but, prior to appointment)

- Ascend and descend a 75' aerial ladder at a 70° angle in 105 seconds to demonstrate the ability to manage the fear of heights (acrophobia)

SCORING PROCEDURES

Successful applicants for the position of Firefighter are placed on an eligibility list awaiting vacancies within the Evansville Fire Department. The eligibility list is maintained for two (2) years. The examination scores will be weighted as follows and shall determine the order and rank of passing applicants:

Written Test	Pass (minimum score 80%) 50% of final score
Oral Interview	50% final score
Candidate Physical Ability Test (CPAT)	Pass/Fail
Ladder Climb	Pass/Fail

After completion of the written examination, those applicants scoring over 80% will be eligible to participate in an oral interview.

After completion of the oral interview a select number of applicants, which will be determined by estimated vacancies in the coming year, will be required to successfully pass the Candidate Physical Ability Test (CPAT) as established and certified by the International Association of Fire Fighters. If an applicant does not receive an Employment offer within 12 months of passing the CPAT, the applicant will be required to retest and pass the CPAT to remain eligible for employment.

As part of the Indiana Public Retirement System (INPRS) requirement, candidates will also be required to pass an Aerial Ladder Climb. This will test for the ability to manage acrophobia (fear of heights).

The applicant will be immediately disqualified upon failure of any component of application process

NOTE: Should you successfully complete all portions of the application process and be placed on our eligibility list, here is a list of documents you will need to provide if we make a conditional offer for a position:

A copy of your Birth Certificate / proof of U.S. citizenship

A copy of your High School Diploma, G.E.D (certified transcript or post-secondary education documents accepted)

A copy of your Driver's License

A copy of your Social Security Card

THE FIRE MERIT COMMISSION RESERVES THE RIGHT TO LIMIT THE NUMBER OF APPLICANTS TAKING EACH EXAMINATION.

LICENSE / CERTIFICATION NEEDED

Ability to be certified as Indiana Firefighter I & II, NR-EMT, CPR certification and maintain said certifications as mandated by the State and Department. All members hired after July 31, 2009, shall be required to obtain their EMT certification and maintain the certification throughout their career with the department.

In addition, the ability to complete incident command school as required State and Department.

Must obtain and keep a current valid Driver's License.

SUMMARY PAGE:

Applicants must complete the online application and attach all supporting documents to the Evansville Fire Department stamped by 11:59 p.m., April 30, 2025. Late, incomplete or illegible applications/documents will be disqualified.

Email Questions: EFDEmployment@evansvillefiredepartment.com

WRITTEN EXAM STUDY GUIDE:

A study guide for the written exam will be made available after the application deadline. The study guide information will be sent to the email on file.

WRITTEN EXAM:

Saturday, June 14, 2025
Time: TBD
C.K. Newsome Community Center
100 E Walnut Street Evansville IN 47713

A LINK TO SIGN UP FOR THE WRITTEN EXAM WILL BE SENT TO THE EMAIL ON FILE AFTER THE APPLICATION DEADLINE OF APRIL 30, 2025

APPLICANTS WHO ARRIVE LATE WILL BE EXCLUDED FROM THE TEST SESSION.

YOU MUST PRESENT YOUR VALID DRIVER LICENSE WITH PHOTO AND THE CONFIRMATION NUMBER YOU RECEIVED WHEN YOU SUBMITTED YOUR ONLINE APPLICATION TO BE ADMITTED TO ALL EFD TESTING. PLEASE DO NOT CALL US FOR YOUR NUMBER OR TIME YOU SELECTED TO TEST. WE WILL NOT HAVE THAT INFORMATION UNTIL THE MORNING OF THE TEST.