Peru Fire Department

85 West Canal

Peru, IN 46970 765-472-2410

Dear Applicant:

Candidates interested in applying for a position with the Peru Fire Department may drop off a completed application at Station 1, 85 W. Canal St., at any time. Once a testing session has been set, all candidates with a valid application dated within 1 year of the session will be contacted and notified of the date for the Mental Aptitude Exam. Applications older than 1 year will be ineligible for consideration, so please keep your application on file up to date.

The Mental Aptitude Exam is expected to take approximately two (2) hours to complete. **PLEASE BRING A PHOTO I.D. WITH YOU TO THE MENTAL APTITUDE EXAM.** An online study guide for the written mental aptitude exam is available for purchase by the applicant at www.applytoserve.com

The Mental Aptitude Test is required even if you have tested with us before. If you wish to be an eligible applicant, you must take this exam.

Candidates must be 18 years of age by the date of application and not yet 40 years of age by their date of hire. All candidates must have obtained their High School Diploma or GED equivalent to apply and test.

All applicants are strongly encouraged to obtain a CPAT (Candidate Physical Ability Test) card prior to the Mental Aptitude Exam. Failure to obtain a CPAT card by the time of interviews will likely disqualify the candidate from continuing in the hiring process. More information on the test, testing locations and appointment scheduling can be found online by searching for "Emergency Services Education Center" (wayne.k12.in.us) in Indianapolis, "CPAT – MAAC Foundation" in Valparaiso & Fort Wayne Fire Department in Fort Wayne.

If you have any questions, please call the Peru Fire Department at 765-472-2410 and ask for Chief Robert Daine or Pension Secretary Patrick Comerford.

Thank you for your interest in our department.

Sincerely,

Patrick Comerford, Pension Secretary

Requirements for the Position of Firefighter for the City of Peru

The City of Peru Fire Department is an equal opportunity employer and does not discriminate in hiring or employment practices on the basis of race, color, sex, religion, creed, national origin, ancestry, sexual orientation or political affiliation, except when age, sex or physical requirement constitute a bona fide occupational qualification necessary for proper and efficient administration or as provided by law. No question on this application is intended to secure information to be used for such discrimination.

This application must be filled out by the applicant only. Print in ink or type neatly, accurately & thoroughly. Attach supplements if necessary. All information will be regarded as confidential. This application shall be given every consideration, but its receipt does not imply that the applicant will be employed. Do not misstate or omit material since information made herein is subject to verification to determine your qualifications for employment.

1.) Applicant must submit a properly signed and completed written application and release form. These may be obtained at Peru Fire Department Station 1, 85 W. Canal St., Peru, IN
2.) Applicant must pass a physical ability test and take a written mental aptitude test. Currently, PFD utilizes the Candidate Physical Ability Test (CPAT) format. Below are some locations in Indiana where candidates can sign up to take the CPAT:
    a. Emergency Services Education (Wayne Fire Indianapolis) https://esec.wayne.k12.in.us/cpat
    b. Valpo Fire (Valparaiso, IN) https://joinvalpofire.org/pages/cpat-testing
    c. Fort Wayne Fire Department (Fort Wayne, IN) https://www.fortwaynefiredepartment.org/

    All applicants are encouraged to obtain their CPAT card prior to application and/or interviews.

    Written mental aptitude testing will be completed at the Peru Fire Department at designated times set by the Peru Fire Department.
3.) The Board of Trustees of the Peru Firefighter's Pension and Disability Fund will screen eligible applicants. The board will conduct interviews, check references, run license checks and complete background checks, including criminal records.
4.) After screening the applicants, the Board will then submit the name or names of any applicant or applicants to the Board of Public Works and Safety of the City of Peru. The Board of Works may or may not conduct their own interviews with the selected applicants. The Board of Works will then act to hire their selection pending the results of medical and psychological examinations.
5.) At this point, the selected applicant will then begin rigorous medical and psychological examinations.
6.) If the applicant passes to this point, he or she must then be formally approved by the Board of Public Works, The Board of Trustees & the Indiana 1977 Police and Firefighter's Pension and Disability Fund.
7.) The applicant is not subject to residency requirements, but must:
    a. have adequate means of transportation into the jurisdiction served by the member's department; and
    b. maintain telephone service to communicate with the department.
8.) Any applicant that has reached his or her 40th birthday is not eligible to be hired.

Peru Fire Department Snapshot of Benefits

Starting Pay: $60,836.15 per year. Direct deposit payments issued bi-weekly.

Work Schedule: 24 hours on / 48 hours off; every third day is an on-duty day.

New hires are placed on probationary status for one year. You must fulfill requirements of basic EMT (EMT-B) and Firefighter I & II to be considered Career Status. You are also required to sign a three-year employment contract.

Specialty Pays: Each licensed EMT on the department receives $1,200.00 annually. Each specialty certified firefighter receives an additional $750.00 annually. Specialty certifications are determined by the Chief. Examples of these would include: HazMat Tech, Confined Space Rescue, Rope Tech, Water Rescue, etc.

Clothing Allowance: After being placed on Career Status, clothing allowance of $1,250.00 per year is issued bi-annually; one payment in July, one payment in December.

PFD Firefighters are Members of the 1977 Police and Firefighters Pension and Disability Fund (PERF).

Health, Vision & Dental Insurance Benefits: Employee pays into a Health Savings Account (HSA) per bi-weekly paycheck. The city contributes a predetermined amount into that HSA twice per year. Insurance is effective after 90 days. Health Insurance is reviewed annually and is subject to change at annual review.

Longevity Pay: Longevity pay increases on a graduated matrix scale each year of service after two years. Current Pension Base is $75,436.83

Paid Vacation:

After one year of service: 5 days

After five years of service: 8 days

After ten years of service: 11 days

After fifteen years of service: 14 days

*Plus 7 personal days per year.

City of Peru Fire Department
Firefighter Job Description

Operate both as a member of a team and independently at incidents of uncertain duration.

Spend extensive time outside exposed to the elements.

Experience frequent transition from hot to cold and from humid to dry atmospheres.

Tolerate extreme fluctuations in temperature and perform physically demanding work in hot (up to 400 degrees), humid (up to 100%) atmospheres while wearing equipment that significantly impairs body cooling mechanisms.

Work in wet, icy, or muddy areas.

Perform a variety of tasks on slippery, hazardous surfaces such as on roof tops or from ladders.

Work in areas where sustaining traumatic or thermal injury is possible.

Face exposure to carcinogenic dusts such as asbestos, toxic substances such as hydrogen cyanide, acids, carbon monoxide, or organic solvents either through inhalation or skin contact.

Face exposure to infectious agents as hepatitis B or HIV.

Perform complex tasks during life threatening emergencies.

Work for long periods of time, requiring sustained physical activity and intense concentration.

Face life or death decisions during emergency conditions.

Tolerate exposure to grotesque sights and smells associated with major trauma and burn victims.

Make rapid transitions from rest to maximal exertion without warm-up periods.

Operate in environments of high noise, poor visibility, limited mobility, at heights, and in enclosed or confined spaces.

Use manual or power tools in the performance of duties.

Rely on senses of sight, smell, hearing and touch to help determine the nature of the emergency, maintain personal safety, and make critical decisions in confused, chaotic, and potentially life threatening environments.

Wear personal protective equipment that weights approximately 70 pounds while performing the essential functions of the job.

Perform physically demanding work while wearing positive pressure breathing equipment.

Lift, carry, drag, lay lines and connect hoses while wearing positive pressure breathing equipment.

Communicate by voice or radio with other firefighters while combating fires and holding hose and nozzle and directing streams into fire area including confined spaces.

Conduct fire drills, critique drill participants on emergency procedure, and instruct groups on such procedures.

Maintain departmental equipment and structures such as cleaning and washing walls and floors, hanging and drying fire hose, cleaning equipment, and performing preventive maintenance on motorized equipment.

Learn or posses extensive knowledge of fire suppression methods, tactics, equipment, and procedures including ventilation, rescue, and salvage.

Working knowledge of city street layout, hydrant location, and major building configuration.

Knowledge of department rules and code of ethics policies.

CPAT (Candidate Physical Ability Test) Requirements

Stair Climb (climbing stairs while carrying an additional 25 lb simulated hose pack)

Ladder Raise and Extension (placing a ground ladder at the fire scene and extending the ladder to the roof or a window)

Hose Drag (stretching uncharged hose lines and advancing lines)

Equipment Carry (removing and carrying equipment from fire apparatus to fireground)

Forcible Entry (penetrating a locked door, breaching a wall)

Search (crawling through dark, unpredictable areas to search for a victim)

Rescue Drag (removing victim or partner from a fire building)

Ceiling Pull (locating fire and checking for fire extension)

During the entire test, the candidate must wear a 50 lb weighted vest simulating the weight of a fire fighters protective clothing and equipment.

There is a pass/fail time limit of 10 minutes and 20 seconds to complete the above listed tasks.

EMPLOYMENT APPLICATION FORM

To applicant: We deeply appreciate your interest in our organization and assure you that we are sincerely interested in your qualifications. A clear understanding of your background and work history will aid us in considering your employment as a Firefighter. (Please print clearly or type).

PERSONAL

NAME_____DATE_____
last first middle initial

AGE_____ DATE OF BIRTH_____

SOCIAL SECURITY NUMBER___-___-___ TELEPHONE NUMBER_____

DRIVERS LICENSE NUMBER_____EXP DATE_____
(Valid drivers license required)

PRESENT ADDRESS_____

HOW LONG HAVE YOU LIVED AT ABOVE ADDRESS?_____

PREVIOUS ADDRESS_____

PLACE OF BIRTH_____

EDUCATION

List name and address of school attended. High school diploma or equivalent required:

ELEMENTARY_____

HIGH SCHOOL_____

COLLEGE_____

OTHER (SPECIFY)_____

MAY WE CONTACT ABOVE SCHOOLS(please sign for approval)_____

Are there any other experience, skills, or qualifications which you feel would especially fit you for work as a Firefighter?____ If yes, attach written explanation.

GENERAL

DO YOU USE ANY TYPE OF ILLEGAL DRUGS? _____
(If you answered yes to the above, Please attach a written explanation to this application).

HAVE YOU EVER BEEN CONVICTED OF A FELONY? _____

_____

If you answered yes above, Please attach a written explanation to this application).

MILITARY SERVICE RECORD

WERE YOU IN THE U.S. ARMED FORCES_____

IF YES, WHAT BRANCH?_____

DATES OF DUTY: FROM_____TO_____ Discharge: Honorable Yes No

LIST DUTIES IN THE SERVICE INCLUDING SPECIAL TRAINING:_____

_____

_____

PERSONAL REFERENCES (Not former employers or relatives)

NAME AND OCCUPATION PHONE NUMBER

_____

_____

_____

_____

EMPLOYMENT HISTORY

List below all present and past employment, beginning with your most recent.

MAY WE CONTACT YOUR PRESENT EMPLOYER? YES NO

PRESENT EMPLOYER:_____

ADDRESS_____

PHONE NUMBER_____

DATE HIRED_____WEEKLY SALARY_____

NAME OF SUPERVISOR_____

PREVIOUS EMPLOYER_____

ADDRESS_____

PHONE NUMBER_____WEEKLY SALARY_____

EMPLOYED FROM:_____TO_____

NAME OF SUPERVISOR_____

REASON FOR LEAVING:_____

PREVIOUS EMPLOYER_____

ADDRESS_____

PHONE NUMBER_____ WEEKLY SALARY_____

EMPLOYED FROM:_____ TO_____

NAME OF SUPERVISOR_____

REASON FOR LEAVING:_____

PREVIOUS EMPLOYER_____

ADDRESS_____

PHONE NUMBER_____ WEEKLY SALARY_____

EMPLOYED FROM:_____ TO_____

NAME OF SUPERVISOR_____

REASON FOR LEAVING:_____

PREVIOUS EMPLOYER_____

ADDRESS_____

PHONE NUMBER_____ WEEKLY SALARY_____

EMPLOYED FROM:_____ TO_____

NAME OF SUPERVISOR_____

REASON FOR LEAVING:_____

USE THIS SPACE TO PROVIDE ANY ADDITIONAL INFORMATION OR COMMENTS:

_____

_____

THE FACTS SET FORTH ABOVE IN MY APPLICATION FOR EMPLOYMENT ARE TRUE AND COMPLETE. I UNDERSTAND THAT IF EMPLOYED, FALSE STATEMENTS ON THIS APPLICATION SHALL BE CONSIDERED SUFFICIENT CAUSE FOR DISMISSAL WITHOUT PENSION. YOU ARE HEREBY AUTHORIZED TO MAKE ANY INVESTIGATION OF MY PERSONAL HISTORY AND FINANCIAL AND CREDIT RECORD THROUGH ANY INVESTIGATIVE OR CREDIT AGENCIES OR BUREAUS OF YOUR CHOICE. AS PART OF MY ACCEPTANCE ON THE PERU FIRE DEPARTMENT, I AGREE TO ATTEND AND PASS ALL REQUIRED TRAINING.

SIGNATURE OF APPLICANT_____

DATE:_____

This application will be kept on file for (2) years. It is the applicants responsibility to keep it updated.

APPLICANT-Do not write below on this page
FOR EMPLOYER USE ONLY

INTERVIEW RESULTS:_____

TEST RESULTS:_____

Release of Liability

The undersigned, an applicant for the position of Probationary Firefighter with the City of Peru, hereby acknowledges receipt and notification of the Candidate Physical Ability Test known as (C-PAT) requirements as set forth by the Board of Trustees of The Peru Firefighter's Pension and Disability Fund, and further certifies that he or she is in good health and able to physically perform the C-PAT, and hereby acknowledges that the applicant, the undersigned, relieves the Board of Trustees of the Peru Firefighter's Pension and Disability Fund and the City of Peru of all liability, claims, and action whatsoever arising out of the voluntary performance of the C-PAT.

The undersigned applicant hereby certifies that he or she is physically capable of performing the C-PAT, and agrees to perform said test as a condition for his or her recommendation to the Board of Public Works and Safety of the City of Peru as administered by the Board of Trustees of the Peru Firefighter's Pension and Disability Fund.

IN CASE OF EMERGENCY, I AUTHORIZE YOU TO CONTACT:

NAME_____ ADDRESS_____

PHONE_____DOCTOR_____ HOSPITAL_____

Applicant Signature_____Date_____