

2010 Recruiting Process



Open House
Fire Station #1
Wednesday, May 19th, 2010
9:00 - noon or 6:00 - 9:00 p.m.

Physical Ability Practice
Fire Station #2
Wednesday, May 26th, 2010
1:00 - 3:00 p.m. or 6:00 - 8:00 p.m.

Physical Ability Test
Fire Station #2
Wednesday, June 2nd, 2010
1:00 - 3:00 p.m. or 6:00 - 8:00 p.m.

Written Examination
City Center
Wednesday, June 9th, 2010
5:00 - 8:30 p.m.

Interviews
Fire Station #1
Wednesday, June 23rd, 2010
5:00 - 10:00 p.m.

Contingent Offers
Extended
June 24th, 2010

Physical Exam
@ Park Nicollet

Psychological Exam
@ Martin McAllister

Background Investigation
@ Eden Prairie Police Department

Uniform Fitting
Fire Station #1
Wednesday, August 4th, 2010
4:00 - 7:00 p.m.

Formal Offer
Extended
August 6th, 2010

Recruit Orientation
Fire Station #1
Wednesday, September 8th, 2010
5:00 - 8:00 p.m.

Firefighter I Class Begins
South Metro Public Safety Training Facility
Monday, September 13th, 2010
6:00 - 10:00 p.m.

Recruiting Process – Event Details

Recruiting Open House	This event is an opportunity for anyone interested in becoming a firefighter to visit one of our stations, learn more about the Eden Prairie Fire Department, talk to current firefighters, and ask questions. There will also be application packets available. Please come in anytime during the listed hours – you do not need to attend the entire session.
Physical Ability Practice	The practice session is a chance for potential recruits to go through the agility test without the concern of passing or failing. Please come in anytime during the listed hours – you do not need to be present during the entire timeframe.
Physical Ability Test	This is a pass or fail test. Each candidate is given ten minutes to go through a series of activities that test their strength and endurance. If all activities are completed within the ten minutes, the candidate will be able to move onto the next step in the recruiting process. Please come in anytime during the listed hours – you do not need to be present during the entire timeframe.
Written Exam	This test will begin promptly at 5:00 p.m. Please arrive early enough to check in and get seated. Those that receive a passing grade on this exam will move on to the next step in the process.
Interviews	Calls will be made directly to the candidate to schedule a time for an interview. The interview panel will be made up of two Fire Department representatives and one Human Resources representative.
Background Investigation	The Eden Prairie Police Department completes a thorough background investigation of all firefighter candidates. The candidate will be fingerprinted and will need to fill out questionnaires before the investigation can be completed.
Physical Exam	Park Nicollet will administer sight and hearing tests in addition to lung capacity tests, and blood tests to ensure the candidate is in good physical condition before beginning any classes. They will also administer Hepatitis B and Tetanus shots if necessary.
Psychological Exam	The psychological exam is done through Martin McAllister. There are a series of written tests followed by an interview with one of the psychologists.
Recruit Orientation	Once a candidate passes the background investigation, the physical exam and the psychological exam, and the formal job offer has been accepted, a firefighter will be brought on as a probationary member. The recruit orientation is when the final employee paperwork is completed, uniforms and class schedules are distributed, the employee handbook is discussed, and the Command Staff is introduced. This orientation is mandatory and we ask that everyone arrives at the station no later than 5:00.
Firefighter Classes	Classes will be held every Monday and Wednesday evening for approximately 6 months.

Locations	
Fire Station #1	14800 Scenic Heights Road
Fire Station #2	12100 Sunnybrook Road
Fire Station #3	7350 Eden Prairie Road
Fire Station #4	17920 Linwood Court
City Center	8080 Mitchell Road
Eden Prairie Police Department	8080 Mitchell Road
Park Nicollet Medical Center – St. Louis Park	3800 Park Nicollet Blvd., St. Louis Park
Martin McAllister Consulting Psychologists, Inc.	80 South Eight Street, Suite 3900, Minneapolis
South Metro Public Safety Training Facility	7525 Braemar Boulevard, Edina

Contacts	
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Police Department Christy Weigel	(952) 949-6200 cweigel@edenprairie.org