



CITY OF BERWYN POLICE AND FIRE COMMISSION
 6401 WEST 31ST STREET
 BERWYN, IL. 60402
www.berwyn-il.gov



Thank you for your interest in Berwyn Fire Department!

Please be sure to carefully review all application instructions and testing information.

Firefighter Application Instructions:

1. Carefully review the minimum requirements on the following page. All requirements must be met by the specified deadline, **Thursday, June 25, 2020 at 4:00 p.m.** Documents delivered after the application deadline will not be accepted. Applicants who do not meet the minimum requirements by the application deadline will not be allowed to continue in the testing process.
2. Visit **iosolutions.com** to complete the online application. When you have finished the online application, you will receive a confirmation number- save this number for your records.
3. In addition to the online application, applicants must mail/ship or hand deliver the release form and required documents. Documentation sent via **email will NOT be accepted.** For MAIL/HAND-DELIVERY – Gather all required documents, release form(s), and place all documents into an envelope. Mail/ship the envelope via a traceable carrier (FedEx, UPS, etc.) or hand-deliver to:

**IOS Recruitment
 ATTN: Berwyn FD
 1520 Kensington Road, Suite 110
 Oakbrook, IL 60523**

<https://iosolutions.com/product/berwyn-il-firefighter-paramedic-job-application/>

4. Please contact IOS Recruitment at (800)-343-HIRE or recruitment@iosolutions.com with questions regarding the application and/or required documents before the application deadline date. Please be aware that our business hours are M- Th 8:30 a.m. – 5:00 p.m.; Fri- 8:30 a.m. – 3:00 p.m.; closed weekends and holidays. Applications are only available form IOS. ***Please do not contact the City of Berwyn or the Fire Department regarding the application, requirements or the test. They will not have any information regarding the exam.***

Orientation and Testing Information:

Due to the COVID-19 virus some testing procedures have changed. The target date for the written examination is July 25, 2020. Test site and exact date of the written exam is to be determined depending on the number of candidates. All portions of the testing process are mandatory. Failure to attend and successfully complete any portion of the process will result in elimination from employment consideration.

**Application Deadline:
 Thursday, June 25, 2020 at 4:00 p.m.
 Firefighter Minimum Requirements:**

- \$50.00 non-refundable application fee
- U.S. Citizen



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- Valid Driver's License (Must have a valid Illinois Driver's license at time of hire and maintain the license during the course of employment with the City of Berwyn)
- 21 to under 35 years of age at time of written exam
- Certified Illinois Department of Public Health Paramedic **at time of hire**
- Able to gain approval into Loyola Hospital EMS System upon employment
- Must be an Illinois Certified Firefighter II/Basic Operations Firefighter with the Illinois Office of the State Fire Marshal
- Must have a valid CPAT **AND** Ladder Climb Certification **by time of conditional offer of employment pending CPAT testing availability**
- Must be able to read, write and speak English
- Must be a resident of Cook, DuPage, Lake, Kane, McHenry, or Will County, Illinois at time of employment. As a condition of employment, all Fire Department personnel must reside in the counties listed during the course of employment
- Completion and submission of online application and all required documents by 4:00 p.m. on Thursday, June 25, 2020

Preference Points:

- Military Veteran Status (5 points)
- Education: Bachelor's in Fire Science (2.5 points); Master's in Fire Science (2.5 points)
- Residency of the City of Berwyn for one (1) year prior to application deadline (2 points)

You will be requested to supply proof of meeting qualifications for preference points at time of the scheduled interview which are tentatively scheduled for August 24, August 25 and August 26 (dates subject to change).

Starting Salary: \$63,275.04