CITY OF DANVILLE 2021 PROBATIONARY FIREFIGHTER APPLICATION
PROBATIONARY FIREFIGHTER APPLICANT LETTER

Fire Fighter Applicant:

We appreciate your interest in testing for the Probationary Firefighter Eligibility List. The current 2 year list has been exhausted and the new list will be comprised of applicants who pass the physical agility test, written exam, and oral interviews. The minimum eligibility requirements for Probationary Firefighters are:

- Must be at least 20 and under the age of 35 at the time of application, and at least 21 years of age and under the age of 35 at time of appointment.
- Must be at least 21 and not yet 40 years of age if employed at the time of application as a full-time firefighter in a fire department of any municipality of the State of Illinois or currently serving as volunteer firefighter in a fire department of any municipality of the State of Illinois for the five years prior to application.
- Be physically fit and have good vision.
- Be a citizen of the United States.
- Be of good character and never convicted of a felony or crime involving moral turpitude.
- Possess a high school diploma or GED.
- Must be able to pass eligibility tests including physical agility test, written exam (with a minimum score of 70%), and oral interview, which are all administered by the Board of Fire and Police Commissioners of the City of Danville, Illinois.
- An up-to-date State of Illinois Candidate Physical Ability Test (CPAT) Certification Card will be accepted in lieu of the City administered Physical Agility Test.

The testing process is tentatively set to start during September and continue through November. A schedule of the dates for these events will be sent to each applicant and posted on our website at www.cityofdanville.org. Applications and supporting documents are due in the City’s Human Resources Office by 4:30 p.m. April 30, 2021. The following documents are included with this application packet:

1. Application checklist which must be completed and returned with your application.
2. Application form (your signature must be notarized on page 6).
3. Authorization for Release of Personal Information (form is attached to the end of the application – and you’re your signature must be notarized)
4. Medical Clearance/Release Part A-Physician’s Clearance must be turned in with your application or you will not be eligible to participate in the testing process.
5. Preference Points Information Sheet
6. Application To Use Experience as Paid-On-Call Certified Firefighter I or Paramedic form (supporting documentation from the employing organization must be included)
7. Application To Use Military Preference Points form (copy of DD-214 form must be attached)

The Danville Board of Fire and Police Commissioners is the governing body regarding original appointments of the Fire or Police Department. The Rules of the Board of Fire and Police Commissioners provide that the rules governing the qualifications and selection process be available to applicants for appointment to the Fire or Police Department upon request. These rules are available in the City’s Human Resources Office.
Included in the application packet (page 7 of the application) is a **Release of Personal Information** form. Your signature on this release as well as page 6 of the application form must be Notarized.

As stated above, prior to taking the agility test, **all applicants must be examined** by their licensed medical doctor to make sure they are medically fit to take the agility test. This will be documented on **Part A** of the **Medical Clearance/Release** form. Also, on the day of the test you will be required to sign Medical Clearance/Release Form **Part B**, which indicates you are taking the physical agility test at your own risk.

A study guide for the written test will be given to you upon completion of the physical agility test. The study guide will help prepare you for the written examination. **You must return this study guide before you will be allowed to take the written test.**

Upon successful completion of both the physical agility and written tests, all applicants will be required to complete an extensive **Personal History Questionnaire** which must be submitted to the City Human Resources Office before the applicant can proceed to the final step in the process, which is the oral interview with the Board of Fire and Police Commission.

If you have questions regarding the application process, please call the City at 217-431-2281 or 431-2400. The physical agility tests, written tests and oral interview schedules will be posted on the city’s website at [www.cityofdanville.org](http://www.cityofdanville.org). The physical agility test will be conducted during the month of May.

**PLEASE SIGN THIS LETTER SHOWING THAT YOU HAVE READ AND UNDERSTAND ITS CONTENTS, AND RETURNED A COPY WITH YOUR APPLICATION.**

I have read and fully understand the contents of this “Probationary Firefighter Applicant Letter”.

__________________________________________  __________________________
Applicant Signature                                 Date

__________________________________________
Applicant’s Printed Name
City of Danville, Illinois
Board of Fire and Police Commissioners

Application Check List

PROBATIONARY FIREFIGHTER APPLICANTS

Include this checklist with your application packet when returning it.

All applications and supporting documents must be submitted by 4:30 p.m. April 30, 2021.

Applications are to be mailed to:
City of Danville Personnel Office
Robert E. Jones Municipal Building
17 West Main Street
Danville, IL 61832

or hand delivered to:
1st Floor Lobby
Robert E. Jones Municipal Building
17 W. Main Street
Danville, IL 61832

We cannot accept faxed copies of applications or the required attachments.
Phone 217- 431-2281 or 431-2400 for clarification on any questions.

Each application submitted must include all items listed below – please check:

- Application Form pgs 1-6 (Completed in full with signature on page 6 and Notarized)

  Be sure that all past employer data include a current address and phone number. No application will be processed without this information.

The following attachments must accompany your application:

- Authorization for Release of Personal Information (page 7 of application, must be Notarized)
- Applicant Data Record Form
- Copy of Applicant’s Birth Certificate (court house copy not the hospital document)
- Copy of Applicant’s current Vehicle Operators License
- Copy of High School Diploma or GED Certificate
- Official College Transcripts, if attended
- Part A – Physicians Medical Clearance Statement (Must have completed form to participate)
- Copies of Certificates for any related training or military courses
- Copy of Discharge (DD-214) from Armed Services (if applicable)
- Two (2) Character reference letters (including their contact information)
- Two (2) Social/Personal personal reference letters (including their contact information)
- Application for Military Preference Points (Supporting documents must be attached)
- Firefighter Experience Preference Points (Supporting documents must be attached)

The schedules for physical agility tests, written exams and oral interviews will be announced and posted on our website at www.cityofdanville.org.
City of Danville, Illinois
APPLICATION for APPOINTMENT
to the position of
PROBATIONARY FIREFIGHTER

SUBMIT TO: The City of Danville
Robert E. Jones Municipal Building
17 West Main Street
Danville, Illinois 61832
ATTN: Human Resources

TELEPHONE: (217) 431-2281
431-2400

INSTRUCTIONS: Please Print or Type. Notarized signature is required on the last page. Applicant may attach resume and/or other documentation in support of the application. All documents should be on letter size paper (8 1/2" x 11"), and should read from the top or left side. Staple the completed application and all documents in the upper left hand corner. Do not use binder, folder or presentation cover.

Applicant’s Name: ____________________________________________

First Name Middle Last Name Previous Last Names

Present Address: ____________________________________________

No & Street Apt/Unit No City State Zip

Telephone: Home: (_____) __________________________ Work/Daytime: (_____) __________________________

Leave Message: (_____) __________________________ Other: (_____) __________________________

Email Address: ____________________________________________

Birth date: __________________________ Age on application: __________________________
(Must be under the age of 35 and cannot be 35 or older on the date of appointment)

EQUAL OPPORTUNITY EMPLOYMENT STATEMENT

It is the policy of the City of Danville and the Danville Board of Fire and Police Commissioners that all persons are entitled to equal employment opportunities, and therefore, the City does not discriminate against applicants for employment because of race, creed, color, national origin, age, sex, or physical or mental handicap unrelated to ability, provided the employee or applicant is qualified and meets the physical requirements and regulations of the job.

CITY OF DANVILLE RESIDENCY REQUIREMENTS

City of Danville Codes require that each officer and employee of the City shall establish his or her principal place of residence within an area of the State of Illinois which does not exceed five (5) miles outside the corporate limits of the City. Each officer and employee of the City who successfully completes his or her required probationary period of employment shall have a period of six (6) months to establish residency as provided above. Failure to comply shall be cause for termination.

BOARD OF FIRE AND POLICE COMMISSIONERS RULES

The Board of Fire and Police Commissioners of the City of Danville, Illinois has established rules for the making of original appointments to the Fire and Police Departments of the City of Danville, making appointments for promotion, and exercising disciplinary authority over personnel within said departments. Copies of the Board Rules are available through the City of Danville Personnel Office.
ELIGIBILITY QUESTIONS FOR PROBATIONARY FIREFIGHTER APPLICANTS
The following questions relate to the basic requirements for the position of Probationary Firefighter:

___ Yes ___ No Will you be age 20 and not yet 35 years on the date that applications are due?

___ Yes ___ No Do you have a High School diploma or the equivalent of a High School diploma?

___ Yes ___ No Do you have good vision or correctable to 20/40 with normal color and depth perception?

___ Yes ___ No Are you a citizen of the United States of America?

___ Yes ___ No Have you ever been classified by any government agency as a conscientious objector?

___ Yes ___ No Have you ever been convicted of a felony or a crime involving moral turpitude?

GENERAL QUESTIONS FOR PROBATIONARY FIREFIGHTER APPLICANTS

___ Yes ___ No Are you presently or have you ever been an employee of the City of Danville?
If Yes, which department: ___________________________ When: ____________?

___ Yes ___ No Are there any members of your immediate family, who live in the same household, currently employed by the City of Danville?
If Yes, which department: ___________________________ Name: ________________?

___ Yes ___ No Do you live inside the Danville city limits? ___ Yes ___ No Within 5 miles of the city?

___ Yes ___ No If hired, do you understand the City’s residency requirements (see page 1) and will you comply with these requirements?

___ Yes ___ No Do you hold a valid vehicle operator’s license? Class: ________ State: ______________

___ Yes ___ No Have you ever been bonded for employment purposes? If Yes, amount: ______________

___ Yes ___ No Have you ever been convicted of a crime? If Yes, explain ______________

___ Yes ___ No Do you hold any technical or professional licenses? List type and issuing State: ________

___ Yes ___ No Have you served in the U.S. Armed Forces? If Yes, which branch: ______________
Dates of service: From ____________ to ____________. Type of discharge: ______________

___ Yes ___ No Are you or have you been a member of the Reserves or National Guard? If Yes, what is your current status? ______________

___ Yes ___ No Have you been or are you now employed as a paid Firefighter or as a Volunteer Firefighter
If yes, explain: ______________
EMPLOYMENT BACKGROUND
Begin with current or most recent job, list your work history including military service. Complete information blocks using alphabetic code as shown in heading.

EXPLAIN ANY GAPS IN EMPLOYMENT:

<table>
<thead>
<tr>
<th>Job No.</th>
<th>a. Name of Employer</th>
<th>d. Job Title</th>
<th>g. Supervisor's Name</th>
<th>i. Worked From (date)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>b. No. and Street</td>
<td>e. Job Duties</td>
<td>h. Phone Number</td>
<td>j. Worked To (date)</td>
</tr>
<tr>
<td></td>
<td>c. City, State, Zip</td>
<td>f. Skills</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>k. Reason for Leaving</td>
<td></td>
</tr>
</tbody>
</table>

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2.      
3.      
4.      
5.      

Page 3
NOTE: Continue work history on page 4
EMPLOYMENT BACKGROUND (Continued from Page 3). Begin with current or most recent job, list your work history including military service. Complete information blocks using alphabetic code as shown in heading.

<table>
<thead>
<tr>
<th>Job No.</th>
<th>a. Name of Employer</th>
<th>d. Job Title</th>
<th>g. Supervisor’s Name</th>
<th>l. Worked From (date)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>b. No. and Street</td>
<td>e. Job Duties</td>
<td>h. Phone Number</td>
<td>j. Worked To (date)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>f. Skills</td>
<td>k. Reason for Leaving</td>
<td></td>
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<tr>
<td>a.</td>
<td>d.</td>
<td>g.</td>
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<td>l.</td>
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<td>6.</td>
<td>b.</td>
<td>e.</td>
<td>h.</td>
<td>j.</td>
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<td>c.</td>
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<td>a.</td>
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<td>l.</td>
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<td>8.</td>
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<td>a.</td>
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<td>i.</td>
<td>l.</td>
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<tr>
<td>9.</td>
<td>b.</td>
<td>e.</td>
<td>h.</td>
<td>j.</td>
</tr>
<tr>
<td>c.</td>
<td>f.</td>
<td>k.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**EDUCATIONAL BACKGROUND:** Complete the following chart as thoroughly as possible.

<table>
<thead>
<tr>
<th>School or Level</th>
<th>Name and Address of School</th>
<th>Course of Study</th>
<th>Circle Last Year Completed</th>
<th>Did You Graduate</th>
<th>List Diploma or Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
<td></td>
<td>9 10</td>
<td>1 2</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>11 12</td>
<td></td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Jr/Comm College</td>
<td></td>
<td>1 2</td>
<td></td>
<td>Yes</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>College or School</td>
<td></td>
<td>1 2</td>
<td></td>
<td>Yes</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>3 4</td>
<td></td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Graduate School</td>
<td></td>
<td></td>
<td></td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Technical (Specify)</td>
<td></td>
<td>1 2</td>
<td></td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 4</td>
<td></td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Military</td>
<td></td>
<td></td>
<td></td>
<td>Yes</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Other (Specify)</td>
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<td></td>
<td></td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>

**Other Training/Skills:** Provide as much information as possible.

Yes ___ No ___. Have you received training in the field for which you are applying? If Yes, explain; giving training program name, school or location of training, hours completed, and certificates received.

Which of the following skills do you possess?

- Typing
- Word Processing
- Adding Machine
- Calculator
- Filing
- Radio
- Transcribing
- Personal Computer
- Driving a Truck
- Operating Heavy Equipment
- Other (please list)

Which computer skills do you possess?

- Word Processing
- Data Bases
- Spreadsheets
- Programming
- Other (please list)

List computer programs (software) you are able to use with proficiency:

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Page 5
LETTERS OF REFERENCE:

In support of your application attach letters of reference with contact information as follows:

CHARACTER REFERENCES: Attach two (2) letters from persons who have known you for at least five (5) years. These should be letters attesting to your character, abilities, experience in the field for which you are applying and other qualities that might relate to the job. Do not include relatives or former employers. CONTACT INFORMATION FOR REFERENCES MUST BE INCLUDED IN LETTERS.

SOCIAL/PERSONAL REFERENCES: Attach two (2) letters from persons who are friends, neighbors, or fellow workers. These should be current friends or people with whom you have associated during the past year or two. Do not include relatives or former employers. CONTACT INFORMATION FOR REFERENCES MUST BE INCLUDED IN LETTERS.

COMPLETING YOUR APPLICATION PACKET: The following documents must be included in your application packet. All pages should read from the top or left side of the page. The final document should be letter size (8 1/2 x 11) and should be stapled in the upper left hand corner. Do not use binder, folder or presentation cover. Use the following list as a guide for preparing the final packet. Each item or page should be numbered at the bottom and included in the order shown:

<table>
<thead>
<tr>
<th>Application item or Document</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application pages 1 through 6 (signature must be notarized)</td>
</tr>
<tr>
<td>Authorization for Release of Personal Information page 7 (w notarized signature)</td>
</tr>
<tr>
<td>Copy of your Birth Certificate (courthouse type not hospital)</td>
</tr>
<tr>
<td>Copy Part A Physicians Medical Clearance Statement</td>
</tr>
<tr>
<td>Copy of your Motor Vehicle Operators License (Driver's License)</td>
</tr>
<tr>
<td>Copy of your High School Diploma or GED Certificate</td>
</tr>
<tr>
<td>Character Reference letters (two required)</td>
</tr>
<tr>
<td>Social/Personal Reference letters (two required)</td>
</tr>
<tr>
<td>Copy of Personal Resume</td>
</tr>
<tr>
<td>Copies of College Diplomas or Degrees</td>
</tr>
<tr>
<td>Copies of Training Certificates</td>
</tr>
<tr>
<td>Copies of College Transcripts</td>
</tr>
<tr>
<td>Copy of Discharge (DD-214) from Armed Services (if applicable)</td>
</tr>
</tbody>
</table>

ATTENTION: APPLICANTS MUST READ THE FOLLOWING STATEMENT BEFORE SIGNING THIS APPLICATION

I hereby certify and affirm that this application contains no misrepresentations or falsifications, omissions, or concealment of materials fact, and that the information given by me is true and complete to the best of my knowledge. I am aware that statements made by me on this application are subject to later investigation and verification. I am further aware that should any investigation disclose any such misrepresentation, falsification, omission, or concealment of material fact, my application may be rejected and my name removed from any eligibility list on which it might be placed. If I am already employed by the City of Danville as a Probationary Police Officer or Firefighter, I may be dismissed.

_________________________ __________________________
(Signature of Applicant) Date:

_________________________
NOTARY

Sworn before me this ______ day of ________ 20__

_________________________
Notary Public

Seal

Page 6
The City of Danville, IL

AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION
for use by the
DANVILLE, ILLINOIS BOARD OF FIRE AND POLICE COMMISSIONERS

I, ________________, do hereby authorize a review and full disclosure of all records
concerning myself to the Danville Board of Fire and Police Commissioners and any of said Board’s agents,
including the Personnel Office, Fire Department and/or Police Department of the City of Danville, Illinois, whether
the said records are of a public, private or confidential nature.

The intent of this authorization is to give my consent for full and complete disclosure of records of employment;
liability or work disability; medical records; records of criminal or court convictions; educational institutions;
financial or credit institutions, including records of loans; the records of commercial or retail credit agencies
(including credit reports and/or ratings); other financial statements or records wherever filed; medical and psychiatric treatment and/or consultation, including hospitals, clinics,
private practitioners, and the U.S. Veteran’s background reports, efficiency ratings, complaints or grievances
filed by or against me and the records and recollections of attorneys at law, or other counsel, whether
representing me or another person in any case, either criminal or civil, in which I presently have or have had an
interest.

I understand that any information obtained by a personal history background investigation which is developed
directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my
suitability for employment with the City of Danville, Illinois. I also certify that any person(s) who may furnish such
information concerning me shall not be held accountable for giving this information; and I do hereby release said
person(s) from any and all liability which may be incurred as a result of furnishing such information. I further
release the Danville Board of Fire and Police Commissioners, and said Board’s agents including the Personnel
Office, Fire Department and/or Police Department of the City of Danville, Illinois from any and all liability which
may be incurred as a result of collecting such information.

I also understand that this authorization to furnish information is executed in consideration of my application for
eligibility for appointment to a position with the Danville Fire or Police Department through the Danville Board of
Fire and Police Commissioners.

A photocopy of this release form will be as valid as the original thereof, even though the said photocopy does not
contain an original writing of my signature.

I have read and fully understand the contents of this “Authorization for Release of Personal
Information”.

______________________________________________
(Signature of Applicant - Full Name as Printed Above)
Address: __________________________________________________________________________
City, State, Zip: _____________________________________________________________________
Date of Birth: ______________________________________________________________________
Social Security Number: ________________________________________________________________

__________________________
Sworn before me this ____ day of _______ 20__

__________________________
Notary Public (Signature)
(SEAL)
Police Officer’s/Firefighter’s Physical Agility Test
Medical Clearance/Release

THIS MEDICAL EXAMINATION MUST BE CONDUCTED
BY A STATE LICENSED MEDICAL DOCTOR

Candidates will not be allowed to participate in the required physical agility portion of the testing process unless this document is complete.

The undersigned does hereby certify that he or she has examined

________________________________________
Print Applicant Name

Date of Birth: _______________________ Sex: _____ Male _____ Female

I have been made aware of the elements of the agility test, which is designed to measure strength, agility and endurance as related to the work of a full-time Police Officer or Firefighter. I understand that this individual will be required to complete and pass this Agility Test as one of the eligibility requirements for the position of Probationary Police Officer or Firefighter.

SIGNED: ________________________________ M.D.  Date: ____________

Printed Name of Physician: ________________________________

Physician’s Office Address: ________________________________

Phone Number: ________________________________
Police Officer’s/Firefighter’s Physical Agility Test

Applicant’s Release Statement

for eligibility testing relating to application for the position of

Danville, Illinois Probationary Police Officer or Firefighter

Applicants who are scheduled to take the Police Officer’s or Firefighter’s Physical Agility Test for the position of Probationary Police Officer or Firefighter must submit a “Medical Clearance Statement” signed by his/her physician prior to taking the test. In addition to the Physician’s Statement, the Danville Board of Fire and Police Commissioners requires Part B - “Applicant’s Release Statement” be completed at the time of the test.

Part B – Applicant’s Release Statement

Applicant’s Name: ___________________________________________  
(Type or print full name)

Applicant’s Date of Birth: ____________________  Sex: ____ Male  ____ Female

Date Applicant is scheduled to take Agility Test: ________________________

Applicant’s Statement: As an applicant for the position of Probationary Police Officer or Firefighter with the City of Danville, Illinois, I acknowledge that I am voluntarily participating in a Physical Agility Test administered to prospective applicants as one of the requirements to qualify for this position. Said test will be administered by the Board of Fire and Police Commissioners and/or its agents or employees of the City of Danville, Illinois.

I acknowledge that certain risks of personal safety and health may be present while participating in the Agility Test and I understand and voluntarily assume all such risks to my physical safety and health. I fully understand that officials, agents or employees of the City of Danville will conduct the Physical Agility Test as described in a document previously provided to me.

I agree to release, discharge and hold harmless the Board of Fire and Police Commissioners of Danville, Illinois, individually and in their representative capacity, the City of Danville, Illinois, its officers, agents, and employees and all Agility Test officials and administrators from any and all claims, demands, and liabilities, including but not limited to injuries, losses or damage, accruing to me and/or arising wholly or partially from the administration of and my participation in the Agility Test.

I further agree and understand that this Release is fully applicable and will apply to the Police Officer’s or Firefighter’s Physical Agility Test in which I am scheduled to participate.

Applicant’s Signature: ___________________________  Date: ____________

Executed by the applicant and witnessed by a representative of the City of Danville or the Danville Board of Fire and Police Commissioners prior to the applicant’s participation in the Agility Test.

Witness Signature: ___________________________  Date: ____________
BOARD OF FIRE AND POLICE COMMISSION

PREFERENCE POINTS

MILITARY PREFERENCE POINTS

Any Probationary Firefighter candidate who provides proof of military active-duty service of the United States for a period of at least one (1) year, and who was honorably discharged, shall be allowed military preference points towards their final score. In the case of veteran candidates, the Board must award five (5) preference points and may not allow a non-veteran to pass a veteran on the final eligibility list based solely on the application of experience preference points.

OFFICIAL DOCUMENTATION

If you wish to apply for military preference points to be added to your final score, you must provide your DD FORM 214 along with the application for military preference points.

FIREFIGHTING TRAINING/EXPERIENCE POINTS

Any candidate for appointment to the Fire Department/Division who provides proof of having served as a paid on-call certified Firefighter II or Paramedic for at least 2 years at the time of examination shall be allowed one-half \( \frac{1}{2} \) of a point for each full year of successful service in one or more of those capacities, not exceeding five (5.0) preference points.

OFFICIAL DOCUMENTATION

If you wish to apply for firefighter experience/training preference points to be added to your final score, you must provide official documentation from the employing fire department along with the application. The documentation must indicate the dates of your employment as well as the status of Firefighter II or Paramedic during the time of your employment.

The application, with documentation, must be received by the Human Resources Administrator on or before the date of the applicant's oral interview with the Commissioners.
City of Danville, Illinois – Board of Fire & Police Commissioners

APPLICATION TO USE EXPERIENCE AS A PAID-ON-CALL CERTIFIED FIREFIGHTER II OR PARAMEDIC

TO ENHANCE FINAL SCORE FOR PROBATIONARY FIREFIGHTER ELIGIBILITY

TO: Danville Board of Fire & Police Commissioners

FROM: _____________________________

Applicant’s Name (please print)

DATE OF ORAL EXAMINATION: _____________________________

The current Rules of the Board of Fire & Police Commissioners of the City of Danville include the following provision:

C.9.A.2.B., Any candidate for appointment to the Fire Department/Division who provides proof of having served as a paid on-call certified Firefighter II or Paramedic for at least 2 years at the time of examination shall be allowed one-half (1/2) of a point for each full year of successful service in one or more of those capacities, not exceeding five (5.0) preference points.

FIREFIGHTER TRAINING/EXPERIENCE POINTS – In reference to C.9.A.2.B., (above named applicant) verify that I have served as a paid on-call certified firefighter II or paramedic for at least 2 years at the time of my oral examination and therefore request to have my experience time applied as experience preference points toward my final score for the Probationary Firefighter/Police Officer Eligibility List. My experience/training time, as shown below, is verified by my employing Fire Department of which a copy is attached herewith.

Fire Department: _____________________________ From: _____________ Thru: _____________

My firefighting experience/training, as described above equals __________ full years of service which equals __________ experience/training preference points (based on .5 points for each full year of service). I understand the maximum points allowed are five (5.0).

Respectfully requested,

______________________________

Applicant’s Signature
APPLICATION TO USE MILITARY PREFERENCE POINTS

TO ENHANCE FINAL SCORE FOR
PROBATIONARY FIREFIGHTER

TO: Danville Board of Fire & Police Commissioners

FROM: ____________________________________________

Applicant’s Name (please print)

DATE OF ORAL EXAMINATION: _______________________

The current Rules of the Board of Fire & Police Commissioners of the City of Danville include the following provision:

C.9.2.A., Any Probationary Firefighter candidate who provides proof of military active-duty service of the United States for a period of at least one (1) year, and who was honorably discharged, shall be allowed military preference points towards their final score. In the case of veteran candidates, the Board must award five (5) preference points and may not allow a non-veteran to pass a veteran on the final eligibility list based solely on the application of experience preference points.

MILITARY PREFERENCE POINTS – In reference to C.9.2.A., (above named applicant) verify that I have served at least one (1) year active-duty military or naval service of the United States and therefore request to have my military service applied as military preference points toward my final score for the Probationary Firefighter/Police Officer Eligibility List. My military service time, as shown below, is verified by my honorable discharge (military form DD-214) of which a copy is attached herewith.

Military Branch: ________________________ From: _____________ Thru: _____________

My military service, as described above equals ___________ months of active-duty service which equals ____________ military preference points (based on .7 points for each six (6) months of service). I understand the maximum points allowed are 3.5 equaling 30 months of active service.

Respectfully requested,

__________________________________________  ______________________
Applicant’s Signature                          Date
City of Danville Applicant Data Record

All applicants and employees are treated during employment without regard to race, color, religion, gender, national origin, age, marital/veteran status, medical condition, or impairment.

To help us comply with government record keeping, reporting and other legal requirements, please complete the Applicant Data Record. We appreciate your cooperation.

This data is for periodic government reporting and will be kept in a Confidential File separate from the Application for Employment.

(PLEASE PRINT)
Date: ____________________

Position(s) Applied For: ____________________

Referral Source:  
- Newspaper  
- Radio  
- Postcard  
- Walk-In  
- City of Danville Website  
- Friend/Relative  
- Agency/Recruiter  
- Other: ____________

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Address

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AFFIRMATIVE ACTION INFORMATION

Government agencies require periodic reports on the gender, ethnicity, impairment, and veteran status of applicants. This data is for analysis and affirmative action only. Submission of information is voluntary.

GENDER:  
- Male  
- Female

RACE/ETHNIC GROUP:

- White (Not Hispanic or Latino)  
- Black or African American (Not Hispanic or Latino)  
- Hispanic or Latino  
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)  
- Asian (Not Hispanic or Latino)  
- American Indian or Alaska Native (Not Hispanic or Latino)  
- Two or More Races (Not Hispanic or Latino)

VETERAN STATUS:

- Vietnam Era Veteran  
- Special Disabled Veteran  
- Other Protected Veteran  
- Impairment: ____________________