



PONTIAC FIRE & RESCUE

413 N. MILL STREET • PONTIAC, ILLINOIS 61764-1813

Emergency: Dial 911 Business: 815-842-3225 Fax: 815-842-6567

Emergency Operations Center:
815-842-3514

PROFILE

The Pontiac Fire Department is an organizational and operational public safety service of the City of Pontiac. Established in 1877, the Pontiac Fire Department provides fire, rescue and emergency medical assistance for the City's 11,300 residents. In addition to providing services within the City of Pontiac limits, these same services are provided to a large rural area outside the City. This rural area is known as the Pontiac Rural Fire Protection District, with a population of 3,500. The Pontiac Fire Department provides these services as the result of a contractual agreement between the City of Pontiac and the Pontiac Rural Fire Protection District. The "rural district" is comprised of all or portions of eight townships (approximately 110 square miles). The Pontiac Fire Department also routinely responds to calls for assistance from all area fire departments and districts through mutual-aid agreements.

On an annual basis, the Pontiac Fire Department responds to an average of 1,300 incidents. These incidents are made up of city fires, rural fires, city medical/rescues, rural medical/rescues and mutual-aid calls to other communities.

The Pontiac Fire Department has an authorized strength (manpower) of 12 full-time personnel, 13 Paid-On-Call part-time personnel and 12 volunteer personnel.

The full-time personnel work an average of 56 hours per week and provide coverage so that four full-time personnel are on-duty at all times (at times, one of the four full-time members is off-duty and during these times, only three full-time remain on duty).

The Paid-on-call (part-time) personnel are compensated by being paid an hourly rate for all hours of service. Volunteers do the same type of activities as the POC's but are not hourly employees. Volunteers are paid expenses per call rather than by hourly rates/compensation. As openings occur in the Paid-on-call force, qualified volunteers may move up into the POC positions.

All POC personnel, as a job requirement, must be State of Illinois Emergency Medical Technicians (180 hours basic course and 120 hours of training every four years to maintain the EMT status). Volunteers are not required to be EMT's. Volunteers are required to become First Responders, a basic 40 hour medical course, during their probationary period. POC and Volunteer personnel receive extensive on-going training to qualify through testing as State of Illinois certified Firefighter II level personnel.

Attendance requirements for POC and Volunteer personnel are 30% of all call-outs and 50% of all required training classes, plus any other specialized training in any calendar year.

The Pontiac Fire Department is a semi-military public safety organization and therefore, requires major commitment and dedication from all its members. The Pontiac Fire Department is a very close-knit emergency service and due to our work load, expect each member to give his/her best while a member of our team.

All required items of protective clothing and radio alerting equipment is furnished by the City. All training is provided as well.

Individual(s) interested in becoming a member of the Pontiac Fire Department should be fully aware of the expected level of commitment. In addition to the 1,300 alarms per year (more than all the other 18 fire departments in Livingston County combined) or 23 per week, there are a minimum of 3 scheduled training classes per month and 1 rescue/medical meeting per month. These 5 events will take up 5 evenings per month, not including fire/rescue calls and other special events.

As a member of the Pontiac Fire Department, you will experience interrupted meals, family get-togethers, birthdays, anniversaries, nights, weekends, holidays, vacations, etc. You will become exhausted, wet, dirty, hot, cold, frustrated, sick to your stomach and the like. You will be praised at one call and harassed at the next. Even after all of this, you will experience the satisfaction of belonging to a dedicated, well-equipped action-oriented organization - the **PONTIAC FIRE DEPARTMENT**.

If you are still interested, please self-answer the following attached questions. If you are satisfied with your answers, please fill out our application and return it to the Pontiac Fire Department as soon as possible.



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MEMBERSHIP APPLICATION

1. NAME _____ SSN _____
LAST FIRST MIDDLE

2. ADDRESS _____
NUMBER STREET TOWN COUNTY STATE ZIP

3. PHONE (HOME) _____ OTHER _____

4. BIRTH DATE _____ AGE _____ WHERE BORN _____ U.S. CITIZEN _____

5. HEIGHT _____ FT. _____ INCHES WEIGHT _____

6. HEALTH (CIRCLE) EXCELLENT GOOD FAIR POOR

7. MARITAL STATUS (CIRCLE) SINGLE MARRIED SEPARATED DIVORCED

8. SPOUSE'S NAME, IF MARRIED _____

9. MILITARY SERVICE - BRANCH _____

RANK _____ DATES OF SERVICE _____

TYPE OF DISCHARGE _____ SPECIALTY FIELD _____

DUTIES _____

MEMBER OF NATIONAL GUARD OR RESERVE YES NO

RANK _____ DUTIES _____

MEETING REQUIREMENTS _____

10. EDUCATION: NAME & ADDRESS OF HIGH SCHOOL _____

DATE GRADUATED _____

CONTINUED.....

TECHNICAL SCHOOL ATTENDED AND DATES _____

SUBJECTS STUDIED _____

COLLEGE OR UNIVERSITIES ATTENDED - LIST NAME, CITY, STATE, DATES
ATTENDED, MAJOR/MINOR AND DEGREE

11. PRESENT EMPLOYER _____

ADDRESS _____

OCCUPATION _____

IMMEDIATE SUPERVISOR _____

PREVIOUS EMPLOYER _____

ADDRESS _____

OCCUPATION _____

IMMEDIATE SUPERVISOR _____

12. REFERENCES - LIST THREE PEOPLE WHO ARE NOT RELATED TO YOU BY
BLOOD OR MARRIAGE WHO ARE FAMILIAR WITH YOUR EDUCATION OR
WORK EXPERIENCE.

NAME

COMPLETE ADDRESS

NAME	COMPLETE ADDRESS

13. HAVE YOU EVER BEEN A MEMBER OF A FIRE DEPARTMENT, RESCUE
SQUAD, OR SIMILAR ORGANIZATION? (CIRCLE) YES NO

NAME AND ADDRESS OF ORGANIZATION _____

DATE OF SERVICE _____

POSITION HELD _____ REASON FOR LEAVING _____

LIST ALL RELATED TRAINING YOU COMPLETED _____

14. IN A BRIEF PARAGRAPH, STATE WHY YOU WISH TO JOIN THIS DEPARTMENT, WHAT THE DEPARTMENT CAN GAIN FROM YOUR MEMBERSHIP, AND WHAT YOU EXPECT TO GAIN FROM MEMBERSHIP.

15. MAY THE FIRE DEPARTMENT CONTACT YOUR PRESENT EMPLOYER OR ANY OF THE ORGANIZATION OR REFERENCES WHICH YOU HAVE LISTED TO ASK QUESTIONS REGARDING YOUR CHARACTER OR ABILITIES? YES NO
IF NO, EXPLAIN _____

I AUTHORIZED INVESTIGATION OF ALL STATEMENTS IN THIS APPLICATION. I UNDERSTAND THE LOCAL POLICE AGENCY MAY DO A BACKGROUND CHECK. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE TO DISMISSAL. FURTHER, I UNDERSTAND AND AGREE THAT MY ACCEPTANCE IS DEPENDENT UPON THE SUCCESSFUL COMPLETION OF A PHYSICAL AGILITY TEST, A WRITTEN APTITUDE TEST, AND A COMPLETE PHYSICAL EXAMINATION BY THE FIRE DEPARTMENT DOCTOR.

DATE _____ SIGNATURE _____

VOLUNTEER FIREMAN CRITERIA

1. Age minimum of 18 at time of appointment.
2. Education requirement: Must possess a high school diploma or equivalent.
3. Be a citizen of the United States of America.
4. Must reside within one and one-half miles of the Pontiac Municipal limits.**
5. Be of good moral character as verified by background check and personal references. **NO CRIMINAL RECORD!**
6. Required to undergo a physical examination and be certified in good physical health and condition.
7. To successfully complete a physical agility examination comprised of job related performance skills.
8. Possess a valid Illinois Driver's License.
9. To be interviewed by an oral interview board comprised of five members of the Fireman Recruitment Committee.

** May be waived on a case-by-case basis with the best interests of the Pontiac Fire Department and City of Pontiac prevailing.

- Do you have the time to give?
- Do you make it a habit to be punctual?
- Do you take responsibility seriously?
- If you must cancel plans or appointments, do you give reasonable advance notice?
- Do you constantly follow through on projects?
- Do you work well with others?
- Do you tend to feel strongly committed to causes or institutions you're involved with?
- Do you practice discretion?
- Do you adhere to an organizations policies and procedures?
- Do you accomplish tasks you've been assigned?
- Would you receive training you want or need?
- Do you understand and agree with the details of the position and the demands it will place upon you?
- Would you have enough responsibility/authority to challenge you?
- Is the organization respected in the community?
- Does the organization respect its personnel?
- Are the current volunteers and part-time people dedicated to the cause or organization?
- Would your job or situation allow you to use your special skills/talents?
- Would you be able to leave your fulltime job/position to respond to emergencies?
- Are you available to respond to fires and rescues weekdays during the day - 7:00 a.m. to 5:00 p.m.?