

Firefighter Hiring Process

Hiring processes for Career Firefighters are typically held once a year, with the open application period beginning in August. Part-Time Firefighter processes occur on an as-needed basis. For a list of current openings, please visit our [Careers Site](#).

Interested in becoming a firefighter? Check out the hiring process outlined below and review the job descriptions to learn about the responsibilities and minimum qualifications needed to become a WSFR firefighter.



Windsor Severance Fire Rescue (WSFR) Employment Application

All candidates are required to submit a WSFR employment application. To be considered for a position, candidates must meet all minimum requirements and submit all required paperwork with their application. See the job descriptions below for more information.

Career Firefighter Job Description 198.16 KB

Part-Time Firefighter/EMT Job Description 280.36 KB

National Testing Network (NTN) FireTEAM Firefighter Test

All candidates are required to register with the National Testing Network to apply. A Public Safety Self Assessment (PSSA) and FireTeam written exam are required. The written exam is pass/fail, and the test has a fee.

Go to [NTN](#); select Find Jobs, navigate to Firefighter Jobs, and sign up for Windsor Severance Fire Rescue to apply and schedule a test. Tests are offered multiple times a week, including Saturdays. The majority of tests are offered around the Denver metro area. Upon completion of

the exam, all candidate scores are forwarded to Windsor Severance Fire Rescue. Candidates who do not receive a passing score will not continue in the hiring process.



Candidate Physical Agility Test (CPAT)

All candidates must possess a current CPAT certificate before the time of hire. Windsor Severance Fire Rescue accepts certificates from any testing organization licensed through the IAFF. Please note there is also a fee associated with this test. Additional information on the CPAT and how to obtain a certificate may be found at:

[Aims Community College](#)

[Pikes Peak Community College](#)

Oral Board and Chiefs Interview

Candidates who meet the minimum requirements and successfully pass the written exam may be invited to participate in the interview process. Oral board interviews will be conducted with members of the organization at Windsor Severance

Fire Station #1. Candidates successfully completing the oral board may be invited to an interview with department chief officers. Candidates who are successful following the interviews will be placed on a preliminary eligibility list.

NOTE: WSFR will provide additional consideration during the interview process to current Reserve and Part-Time employees, as well as Veterans to establish a final eligibility list.

Conditional Job Offer

Conditional job offers will be given to chosen candidates based on agency hiring needs. Job offers are conditional upon the successful completion of a formal criminal background check, motor vehicle records review, drug screen, pre-employment physical, and psychological evaluation. Notification will be made either in person or by telephone. Successful candidates will be made a written offer and given a specific timeline to accept or reject the offer.

Post-Hiring Requirements

All candidates who receive a conditional offer will be required to attend the Front Range Fire Consortium (FRFC) Academy prior to being placed online. Shift assignment and operational clearance is contingent upon the successful completion of the FRFC Academy. Disqualification from or failure to complete will result in termination of employment. Individuals with prior FRFC (or equivalent recognized academy) completion within the previous 36 months may be exempt from FRFC attendance based on skills evaluation and Training Chief's discretion.

Eligibility List

Those who are placed on the eligibility list will remain on the list for one year (with the option to extend up to 6 months or dissolve prior to 12 months with Chief approval) or until the list has been exhausted within the stated time frame. The list will be created based on the results and ranking of the interviews and written exam. If utilized for future hiring the appropriate number of applicants will be contacted in order of rank.

Any candidate may be removed from the final eligibility list based on any action or behavior inconsistent with WSFR's organizational mission, vision, and/or values as determined by the fire chief and hiring committee. Eligibility lists are not a guarantee that any candidate will be hired or that a vacant position will be filled. Moreover, the appearance of a name on an eligibility list



is not a guarantee of employment.