

## **1.4 – Entry Requirements**

### **Purpose:**

To outline the necessary requirements to make application to the Department.

### **General:**

In order to apply to the Department, applicants must:

- a. Have obtained a high school diploma or GED.
- b. Be 18 years of age or older.
- c. Possess a minimum of a valid Class D or higher driver's license.
- d. Have maintained a driving record substantially free from offenses and accidents.
- e. Agree to a CORI background check and full background check. Employment is subject to satisfactory review of these background checks.
- f. Applicants must be able to successfully complete a Massachusetts Human Resources Division (HRD) Firefighter physical without disqualification, pass a drug screening test, and pass a Massachusetts Physical Agility Test (PAT), prior to hiring.
- g. Be a non-smoker of tobacco products per MGL Chapter 41, section 101A.
- h. Call members shall be residents of the Town of Mendon, legally and permanently domiciled therein. The Chief may make an exception under unusual circumstances and within parameters established by the Chief.

Call Firefighter hiring process:

1. Submit application for review.
2. Candidates are selected from applications for interview process.
3. CORI and full background check for candidates passing the interview.
4. Hiring list created for filling open positions.
5. If selected from list, applicant then needs to pass the HRD medical exam, drug test, and MA PAT.
6. If item 5 results are appropriate, applicant is enrolled in a MA Department of Fire Services Call/Volunteer Firefighter I/II recruit class. Applicant may enroll in the class prior to the PAT, but must pass the PAT at least one month prior to the start of the recruit class.
7. Upon successful completion of the above, applicant is appointed as a call Firefighter.

**Developed:** January 1, 2017

**Revision:** December 1, 2018

**Reviewed:**