



SUNRISE BEACH
FIRE PROTECTION DISTRICT

FIREFIGHTER EMPLOYMENT PACKET



SUNRISE BEACH FIRE PROTECTION DISTRICT

FULL TIME FIREFIGHTER POSITIONS

The Sunrise Beach Fire Protection District is hiring two (2) full time firefighters. Applications must be returned, in person, by mail or via email by no later than June 14, 2024 at 4:00 pm. The minimum requirements are listed below. Any certifications turned in that are not listed in the requirements below will be cause for removal of the application from the process.

Applicants not possessing these certifications will not be considered.

Minimum Requirements

- Minimum of 18 years old
- High School Diploma or GED
- Must hold a valid Driver's License
- Missouri Division of Fire Safety – Firefighter I & II
- Missouri Division of Fire Safety – Hazmat Operations
- Missouri EMT-B preferred – required within one year of hire
- NIMS 700, 100, 200 & 800 - Required at time of Academy start if not currently certified
- Must be able to pass a physical fitness test the day of interviews.

Salary & Benefits

- 100% District paid health insurance
- 50% District paid health insurance for spouse/dependents
- Starting salary of \$45,962.41 + overtime
- 48/96 work schedule
- Paid vacation, holiday and sick leave with 50% buy back.
- Short/Long term disability insurance
- Longevity incentive
- Missouri LAGERS L-6 Non-contributory retirement

The Sunrise Beach Fire Protection District is an equal opportunity employer



SUNRISE BEACH FIRE PROTECTION DISTRICT

Hiring Process

Step 1 - All applications will be reviewed

- a. Applications must include copies of required certifications, driver's license and EMT license.
- b. Any application not properly submitted will be removed from the process
- c. Candidates will be notified of acceptance to Step 2

Step 2 - Peer Review Team interview

- a. The Review Team will score each candidate
- b. Candidates not recommended will be removed from the process

Step 3 – Fire Chief Interview

- a. Candidate will interview with the Fire Chief following the Peer Interview.
- b. The Fire Chief will make final determinations and offer positions to those candidates

Step 4 – Physical Fitness Test

- a. The physical fitness test will follow the interviews, candidates should bring workout clothes to change into upon completion of interviews
- b. Physical fitness test consists of 1.5 mile run in 16 minutes, sit ups, push-ups and pull ups

Step 5 – Offer / Acceptance / Pre-Employment

- a. Candidates that are offered and accept a position must pass a pre-employment physical and background check.

Step 6 – Recruit Orientation

- a. Candidates will begin work Mon - Fri for the Recruit Academy
- b. Living accommodations may be made available Monday through Friday to candidate

Step 7 – Probationary Period

- a. Candidates will be assigned to shift and complete their first year and annual training requirements, including physical fitness requirements

Step 8 – Swearing In

- a. Candidates completing their probationary period will be sworn in to Full Firefighter Status with the Sunrise Beach Fire Protection District upon completion of all requirements and probationary period.



Sunrise Beach Fire Protection District

30 Porter Mill Spring Road Sunrise Beach, MO 65079
Office: 573-374-4411 Fax: 573-374-4413

Dear Candidate:

All new hires of the Sunrise Beach Fire Protection District must successfully complete our Recruit Fire Academy or Orientation Program based on amount of positions being filled. Our Academy is designed to be a challenging undertaking and we believe very strongly in the process we use. Physical fitness is the foundation of personal operational readiness. Physical training is conducted every day during the Recruit Academy. Preparation is vital to your success. An Initial Fitness Evaluation (IFE) will be conducted on the first day of the Recruit Academy. The IFE consists of four elements with minimum performance standards:

- ◆ Push Ups – Minimum passing standard of 20 in 2 minutes
- ◆ Crunches – Minimum passing standard of 40 in 2 minute
- ◆ Pull Up/Chin Up – Minimum passing standard of 2
- ◆ Run – 1.5 mile run in 14:30 minutes or less

The following are a few suggestions that will help you prepare for both the IFE and the Recruit Academy:

- ◆ Push Ups & Pull/Chin Ups – The pull up portion of the IFE is to gauge upper body strength. Two very simple exercises can be used to improve the number of pull ups & pushups.
 1. The standard pull-up is started by mounting the bar with the palms facing away from your body about shoulder width apart. The thumbs should be on the same side of the bar as the fingers. The body should be at a complete halt, arms locked out, and no swinging before the exercise is started. Simply pull your body up raising the chin just breaching the top plane of the bar and descending back down in a controlled manner to the starting position with locked arms.
 2. The second exercise that will help build the muscles used in the pull-up is the push up. Lying face down on the ground, bend your arms and place your hands palm down on the ground just outside the shoulders. Your feet should be together with toes only on the ground. Fully extend your arms until your elbows reach a point just before “lock-out”. During the exercise keep your back and legs straight and in line. Your head should remain looking forward during the exercise. At this point you have reached the midpoint of the push up. Descending back down to the ground within a fists width of the ground completes one repetition of the push-up. At no time can your knees touch the ground and you may rest in the starting position only.

As you can see the best way to prepare for this event is to do the exercises that you will be evaluated on. Other strength building exercise such as weight training or kettle bell training can be very useful and you should consider incorporating them into your training for the IFE.

◆ Crunches – This element of the IFE is used to gauge the core muscles and flexibility. Page | 2

1. Simply stated, the easiest way to work on doing crunches is by repeating them and building the muscle group associated with the exercise. A proper crunch is conducted by sitting on the ground with toes firmly under a substantially weighted object. With the feet flat on the ground, bend your knees bringing your buttocks against your heels. Cross your arms against the chest in such a manner that you can just about grab your opposite shoulder. While lying flat on your back and having your head slightly off of the ground, using abdominal strength only, lift your shoulders and upper body off of the ground until your forearms have firmly reached your upper legs. Lower your upper body back to the ground until your shoulders touch the ground lightly. This completes one crunch.
2. Break your crunch workouts into three groups: a 1 minute session, a 30 second session and a 15 second session. Do a maximum amount of crunches in the allotted time for each time frame. Rest in between each session for about 4 minutes. After all three sessions are completed, rest for about 10-15 minutes and try to complete another round of sessions. During the second sessions, you should try to increase the number of crunches done in each by one. This drill should only be conducted, at the most, every other day.

◆ Run- The running portion of the IFE is used to gauge endurance. Running is statistically one of the most strenuous exercises you can do, but it does not have to be, as long as you remember to do everything in moderation and follow these simple running tips:

1. Do not stretch your legs until you have warmed up your body by jogging or biking slowly for about 5-10 minutes. Then only do a light stretch before a run. If you stretch the muscles hard before a run, you will make the skeletal structure less stable and may cause an unnecessary injury. During the cool down phase you may stretch your muscles more. Run every other day if you are just beginning and only add mileage to your run, as you feel comfortable.
2. Do not go out the first day of your pre-training and see if you can run 1.5 miles in 13 minutes and 30 seconds or even $\frac{3}{4}$'s of a mile in 6 minutes and 45 seconds. If you haven't run these distances before, or if it has been a while, you will probably injure yourself. Some of the injuries that we have seen occur are, but not limited to, shin splints, lower back strain, bulged discs, knee injuries. It has been our experience that most running injuries are of the "over-use" nature by runners who are either out of shape or inexperienced.
3. If your running shoes are over 6 months old it is time to purchase a new pair. This investment will pay for itself tenfold in the long run. www.Roadrunnersports.com's

perfect fit guide can assist you in determining a shoe that will work with your arches, weight and type of running.

4. Proper breathing techniques will help you oxygenate your muscles and continue on. Take big, deep inhalations and exhalations similar to that of a yawn. Do not open your mouth and follow the same mannerism of a yawn but be comparable in the amount of air you take in and discharge.
5. Do not run flat footed or have a stride that is consistent with climbing stairs (where your whole foot strikes the ground at the same time). Adjust your stride so your heel lands first followed by the mid sole and finally push off with your toes.
6. You should have a rhythmic arm swing just as a normal walking pace. As your right foot is forward, so is your left arm. Your arm swing should be deliberate but not as to take more energy or oxygen from your legs which should be the only major muscle group being worked during your run. Relax your upper body and run with an arm swing that allows your hands to go from your hips to your chest area.

Please ensure you are stretching prior to and after each exercise session and not outpacing your physical abilities. You may have to start out with a low number of repetitions and build up to the desired number. If you have not been engaged in a regular program of physical fitness it might take some time to build-up to the desired levels. Prior to any exercise, proper hydration is required for optimal results from your workout. You will be required to drink adequate water during training at the Recruit Academy and you should accustom your body to that as well. One quart of water per every two waking hours of the day will help your system adapt to the increased water demand the strenuous physical activity your body will experience. The following are a few tips for hydration:

1. Make sure you are sufficiently hydrated prior to beginning your workout. A good gauge is to monitor the color of your urine. If your urine resembles that of apple juice, dark, you are not hydrated enough. If your urine is clear like water you may be overly hydrated. A pale yellow is generally representative of proper hydration.
2. During your workout, pay attention to your fluid loss. Although it may be tough to hydrate during a workout, your body will recover quicker if you hydrate during your session as opposed to waiting until completely done.
3. The more intense your workout, the more fluids you will lose.
4. Restoring minerals and electrolytes lost during a workout is recommended as well. A general rule of thumb is to cut any sport drink by 50% with water and you will not overload on these minerals and electrolytes.

General Guidelines:

Along with the specific advice already given, the following suggestions are provided to help you achieve the maximum level of operational fitness in the time frame available:

- We believe strongly in individual responsibility & accountability. We have tried to present some useful information to assist you with your preparations. The ultimate responsibility for your success lies with you!
- Consistency over time is critical. We suggest you set a goal of 5 days of workouts followed by 2 days of rest and follow this pattern with your last 2 days of rest being those days directly prior to the start of the Recruit Academy.
- Whereas your workouts should be strenuous, you should not have any of the adverse side effects:
 - ❖ Pain in a joint with movement
 - ❖ Pain that limits your normal daily activities
 - ❖ Pain that does not subside with the prescribed use of “over the counter” medications
 - ❖ Constant pain that lasts for more than 72 hours
 - ❖ Pain that interferes with sleep
- Never sacrifice form for repetitions. Poorly done exercises will have no positive benefits.
- Fit individuals are healthy individuals. As you adopt a daily regimen of exercise you should also address the issues of nutrition, hydration, sleep, etc. There are many resources for this information available through internet searches.

Successfully passing the IFE, as well as periodic and the final Physical Fitness Test, will further your quest to graduate from the Sunrise Beach Fire Protection District Recruit Academy.

Best regards,

Rob Odenwald
Training Officer

Joseph LaPlant
Fire Chief

Kenny Wieberg
Assistant Chief



SUNRISE BEACH FIRE PROTECTION DISTRICT

30 Porter Mill Spring Road, Sunrise Beach, Missouri 65079

(573) 374-4411

PERSONAL INFORMATION

Name: _____ Social Security # _____
(Last) (First) (M.I.)

Address _____
(Street) (City) (State) (Zip)

Years at present address? _____ If less than 2 years at present address, list previous address:

(Street) (City) (State) (Zip)

Home Phone _____ Work Phone _____ Cell Phone _____

In case of emergency please notify: _____
(Name) (Phone)

Drivers License Number: _____ State _____ Exp. Date _____

Have you ever received a moving traffic violation? Yes No

If so, please explain _____

Have you ever been charged or convicted of a criminal offense? Yes No
(You may exclude minor non-moving traffic offenses)

If so, please explain _____

Do you own a vehicle? Yes No _____
(Year) (Make) (Model)

Automobile Insurance Carrier _____
(Company) (Agent) (Coverage/limits of liability)

EDUCATION

Highest grade level completed: "" "">'8 "" "" 9 "" "" 10 "" "" 11 "" "" 12 College: 1 "" "" 2 "" "" 3 "" "" 4 "" "" 7-

HIGH SCHOOL	VOCATION/TRADE SCHOOL	COLLEGE/UNIVERSITY
Name: _____	_____	_____
City/State: _____	_____	_____
Year Graduated: _____	_____	_____

MILITARY

Branch: _____	Highest Rank: _____	Date: _____	Occupation: _____	Type of Discharge: _____
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REFERENCES

Three local references you have known for at least two years. Do not list relatives or former employers.

NAME/ADDRESS	DAY/EVENING PHONE	HOW LONG HAVE YOU KNOWN?

ADDITIONAL INFORMATION

How did you learn of the Sunrise Beach Fire Protection District? _____

Why do you wish to become a member of this organization and why do you feel you would be an asset to the organization?

CONSENT/SIGNATURE

I testify that all the information contained within this application is true to the best of my knowledge. I understand that the Sunrise Beach Fire Protection District will verify all information contained within this application and perform the following reference checks: Driver's License Record, Criminal Background, Credit and references as stated above. Should you knowingly mislead or falsify any answers to the questions on this application you shall be disqualified for employment/membership with the Sunrise Beach Fire Protection District.

Applicant's Signature _____

Please attach a copy all required documentation listed in this packet.