Open Recruiting Period  
(May 30 – June 17) 
During open recruiting, Oak Harbor Fire Department advertises the Paid-On-Call Firefighter position and accepts applications. Ads are placed in the local newspapers, online at www.craigslist.com and www.oakharbor.org, and flyers are posted. Online applications are available at https://www.governmentjobs.com/careers/oakharbor.

Application Deadline  
(Sunday, June 17, 2018; 11pm) 
All applications must be submitted online by close of application period. Visit oakharbor.org and navigate to the Human Resources page for a link to GovJobsToday.com.

Candidate Notification  
(by Wed, June 20) 
Applicants with acceptable applications will be notified and asked to continue testing.

Mandatory Informational Meeting  
(MON, June 25; 4:30 pm) 
At OHFD Station 81; candidates are given information as to requirements for acceptance, training, benefits and department expectations. OHFD personnel will be on-hand to answer questions.

Physical Agility Test  
(TUE, June 26; 4:30 pm) 
At OHFD Station 81; test is designed to assess the candidate’s ability to meet the minimum levels of physical performance for firefighters. A description of the test and point system are included in the application. 734 points are required to pass this test; one (1) additional bonus point is added for every 20 points above the 734 minimum score. Scores will be posted on OHFD lobby doors by 6:30PM.

Written Test  
(TUE, June 26; 7:00 pm) 
This is a timed, 60-minute test consisting of 70 multiple-choice questions on English, Math, Reading Comprehension, and Basic Fire Safety. All test materials will be provided. Candidates MUST score a minimum of 70% to proceed. Scores and interview appointments will be posted on OHFD lobby doors by 9am the next morning.

Oral Board Interviews  
(THU, June 28 -- Schedule posted WED, June 27; 9am) 
By appointment; oral board interview consists of a panel of three (3) who will take the opportunity to become acquainted with each candidate using standard job-interview questions.

Background Investigation  
The City of Oak Harbor completes a thorough background investigation of all POC firefighter candidates. Each candidate will complete a background investigation form (provided with a Conditional Offer of Employment) and supply a driving record (employment type).

Conditional Offer of Employment  
(MON, July 23) 
Candidates successfully passing the Physical Agility Test, Written Test, and Oral Board Interview will receive an offer of employment conditional on successful background investigation, pre-employment drug screening, and medical exam.

Pre-Employment Drug Screen and Medical Exam  
By appointment; no cost to the candidate.

Recruit Orientation  
(MON, August 13; 5:00 pm) 
At OHFD Station 81; distribution of OHFD Probation Manuals, preparation for attendance to the 2018 Island County Recruit Firefighter Academy, Personal Protection Equipment (PPE) and Self-Contained Breathing Apparatus (SCBA) mask fitting, sized for OHFD uniforms, uniform t-shirts issued, and distribution of new employee paperwork.

Island County Recruit Academy  
The first six to nine months as a recruit POC Firefighter are dedicated solely to training. Recruit Academy courses for International Fire Service Accreditation Congress (IFSAC) Firefighter 1 will be held at Oak Harbor Fire Department 1 - 3 evenings each week and an occasional Saturday. Training environment will be both classroom and hands-on practical skills application. Additional personal time is required for homework and study.

Locations

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>Oak Harbor Fire Department, Station 81</td>
<td>855 E. Whidbey Avenue</td>
<td>Monday - Friday, 8am - 5pm</td>
</tr>
<tr>
<td>City Hall, Human Resources</td>
<td>865 SE Barrington Drive, Downstairs</td>
<td>Monday - Friday, 8am - 5pm</td>
</tr>
</tbody>
</table>

Contacts

<table>
<thead>
<tr>
<th>Contact</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Captain Craig Anderson, OHFD Training</td>
<td>(360) 279-4706; <a href="mailto:canderson@oakharbor.org">canderson@oakharbor.org</a></td>
<td></td>
</tr>
<tr>
<td>Angela Braunstein, OHFD Administrative Assistant</td>
<td>(360) 279-4703; <a href="mailto:abraunstein@oakharbor.org">abraunstein@oakharbor.org</a></td>
<td></td>
</tr>
<tr>
<td>Kim Andrews, City of OH Human Resources Generalist</td>
<td>(360) 279-4518; <a href="mailto:kandrews@oakharbor.org">kandrews@oakharbor.org</a></td>
<td></td>
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Dates and times subject to change -- Rev. 05/2018