



KENNEWICK FIRE DEPARTMENT

Dedicated to providing excellent public service and ensuring the safety and well-being of our community and one another. We live, act, and serve our community with the utmost integrity.

View our job requirements and Apply Via National Testing Network

<https://nationaltestingnetwork.com/publicsafetyjobs/search.cfm?position=2®ion=all&state=Washington>

Learn About Kennewick and the Tri-Cities

<http://www.visittri-cities.com/>

Kennewick Fire Department

<https://www.go2kennewick.com/149/Fire-Ambulance>

Firefighter Collective Bargaining Agreement

<https://www.go2kennewick.com/305/Current-Labor-Contracts>

Veteran's Scoria Criteria

<https://apps.leg.wa.gov/RCW/default.aspx?cite=41.04.010>

Frequently Asked Questions

IMPORTANT: Our Civil Service Rules allow us to process candidates at a rate of six (6) plus the number of vacancies. For example, if we have two (2) vacancies, we can process the top eight (8) candidates on an approved Civil Service List. Once your name is on an approved Civil Service list AND we have the capacity to process your application at the next step in our hiring process, you will receive an email from the City with instructions on how to submit the background documents for review. **Please make sure to check your SPAM folder on a regular basis.** If you do not follow the instructions provided by the City within the timeframe included in the email, your name will be removed from our recruitment process.

What happens if I fail the Civil Service test?

Our Civil Service Rules require a minimum passing score of 70% on each exam component. If you fail any one component of the entrance exam, our rules require a 6-month waiting period before you can apply again. We require all National Testing Network exam components including the Public Safety Self-Assessment (PSSA) previously called the WAQ.

How long does the hiring process take?

This depends on when you test and where you are placed on the Civil Service list. Typically, it can take anywhere from 2-6 months to complete the recruitment process from the time your name is placed on an eligibility list. We establish our eligibility lists around the availability of Fire Academy's. Generally, there is a Fire Academy available in the Spring and Fall. If we have enough candidates on an established eligibility list to fill our vacancies, we typically will not pull additional scores for processing.

Which CPAT results does Kennewick Fire Department accept?

The Kennewick Fire Department accepts any IAFF Accredited CPAT results. This includes but is not limited to; the CPAT administered by both National Testing Network and Public Safety Testing.

How do I submit my CPAT scores if I have tested outside of the National Testing Network?

When we begin our recruitment cycle, applicants who have successfully completed the National Testing Network written exam components, will receive an email with instructions for submitting verification of their CPAT results and setting up an online profile in our applicant management system. **Please make sure to check your SPAM folder on a regular basis.** If you do not follow the instructions provided by the City within the timeframe included in the email, your name will be removed from our recruitment process.

How long are CPAT results considered "current"?

CPAT results are considered "current" for a one year period rolling backward from the time we pull results from the National Testing Network website.

When will the City of Kennewick pull results from National Testing Network?

We establish eligibility lists around the availability of Fire Academy's. Generally, there is a Fire Academy available in the spring and the fall. For example, to prepare for a fall Academy (September), we would typically pull exam scores in February. If we have enough candidates on an established eligibility list to fill our vacancies, we typically will not pull additional scores for processing.

What do I do if I have questions about scheduling an exam or technical issues with National Testing Network?

Please visit their website at www.nationaltestingnetwork.com or call their support number at 855-821-3761.

Once I am on an approved Civil Service Eligibility list, when will I be contacted and how do I start the background investigation process?

Our Civil Service Rules allow us to process applicants at a rate of the # of vacancies + six (6). For example, if we have two (2) job vacancies, we can process the top eight (8) candidates on a list at a time. We will contact candidates on the list by email from the top down as we have capacity to process the application. **Please make sure to check your SPAM folder on a regular basis.** If you do not follow the instructions provided by the City within the timeframe included in the email, your name will be removed from our recruitment process. Applicants can view the changes to the eligibility list following each Civil Service Commission meeting. Our Civil Service Commission meetings are scheduled on the 3rd Tuesday each month and the Eligibility lists are typically updated on our website within 48 hours.

How does the retirement work?

Firefighters in Washington State belong to the Law Enforcement Officers' and Firefighters' Retirement System also known as LEOFF 2. Your monthly benefit is based on $2\% \times \text{service credit years} \times \text{final average salary}$. Your final average salary is figured on the monthly average of your highest 60 consecutive paid service credit months. Find out more about LEOFF 2 retirement at <https://www.drs.wa.gov/member/systems/leoff/>

For additional questions, visit the City of Kennewick Human Resources Department website at:

<https://www.go2kennewick.com/304/Human-Resources>