

Pinion Pine Fire

Standard Operating Procedure
2012/13 revision



31 - STANDARD ON RECRUITMENT/SELECTION

PURPOSE: Recruitment/selection process

SCOPE: All Personnel

When a paid position vacancy occurs, the Fire Chief or his/her designee shall coordinate a recruitment, examination, assessment and selection process designed to identify the most capable individual for the position, without regard to race, sex, color, age, national origin, religious affiliation or disability.

The Fire Chief shall review the position opening, the job description and any other information pertinent to the position vacancy and then shall give final approval to the minimum requirements for the position on the premise that circumstances may at times drive the need for some variation in the specific requirements.

First consideration may be given to any potential internal members. Volunteers will be considered first but does not guarantee a position as many factors will be taken into account such as past history in meeting requirements of participation in training, call responses, minimum monthly active hours and meeting other requirements of volunteer members.

In case a qualified member is not hired the Fire District will seek outside the district by word of mouth, ads in local paper and flyers.