



UNIFIED FIRE AUTHORITY

MEMORANDUM

24-051

April 1, 2024

TO: All Personnel

FROM: HR Analyst Cardenas

SUBJECT: Special Firefighter Hiring Process of Part-Time EMS, Variable Wildland & Seasonal Wildland Employees Recruitment

Unified Fire Authority is recruiting full-time entry-level Firefighters through a new process approved by policy that will allow part-time EMS, variable & seasonal wildland employees to forgo the written examination. All eligible candidates will still need to go through and pass an oral board, physical performance test, background, psychological evaluation, NFPA physical, and new hire drug test to be considered for hire.

Qualified employees must meet the minimum hiring requirements in policy [900-085-Special Firefighter Hiring Process of Part-Time EMS, Variable Wildland, and Seasonal Wildland Employees](#).

In addition, you will find a PDF with a list of FAQs attached. View the current UFA Pay Scale by clicking here: [Pay-Plan-FY2324-.pdf \(unifiedfire.org\)](#)

Qualified employees MUST apply using this link: <https://unifiedfire.applicantpro.com/internaljobs>

Current Timeline for this process: (Dates and times may be changed or added if necessary)

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| Registration | April 1-15 |
| Oral Boards and Physical Performance Test | May 7-9 |
| Backgrounds & Psychological Evaluations | May-August |
| NFPA Physical and New Hire Drug Test | June-September |
| Final Offers | August-September |
| New Hire Orientation | September 16 |
| Hire Date | October 16 |

If you have questions regarding the process, please contact Calogero Ricotta at cricotta@unifiedfire.org, 801-743-7215, or Sylvia Cardenas at scardenas@unifiedfire.org, 801-743-7231.