



# UNIFIED FIRE AUTHORITY

## MEMORANDUM

25-017

January 31, 2025

TO: All Personnel

FROM: HR Analyst Cardenas

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

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Unified Fire Authority is recruiting full-time entry-level firefighters through the Special Firefighter Hiring Process. All eligible candidates will still need to participate and pass an oral board, firefighter physical agility 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)**

Registration	February 1-28
Oral Boards and Physical Performance Test	March 10-14
Backgrounds & Psychological Evaluations	April-June
NFPA Physical and New Hire Drug Test	June-October
Final Offers	August-December
New Hire Orientation	January 1, 2026
Hire Date	February 1, 2026

If you have questions regarding the process, please contact Calogero Ricotta, 801-743-7215, or Sylvia Cardenas, 801-743-7231.