



# Fire District 3 Selection and Hiring

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**WHO WE ARE:** We are an Oregon public fire agency that supports both career and volunteer opportunities. We practice fair-chance hiring and comply with Oregon and federal law.

**Our District Mission:**

The mission of Jackson County Fire District 3 is to preserve quality of life and protect property through education, risk reduction, and emergency response services.

**Our District Vision:**

To reduce and eliminate risk from fire, rescue, and medical events in the communities we serve.

**Our District Values:**

Accountability, Professionalism, Safety & Wellness, Teamwork, Trust & Integrity.

Applicants must complete a District application to be considered for volunteer or career positions.

Qualified applicants are invited to test and interview for available positions with the District when vacancies are officially posted and we are actively accepting applications.

Our hiring processes may include the following tests:

Written or knowledge-based tests. (For the role of Firefighter, we use the NTN testing platform.)

Physical Agility Test (PAT): The District PAT assesses strength, agility and endurance to confirm ability to perform the challenging tasks required in a sworn position.

Practical Test: These tests are designed to observe and evaluate an applicant's functional ability to perform critical tasks of the role. These tests often include a variety of skills-based activities or scenarios that assess EMS, mechanical aptitude, and tactical exercises.

Panel Interview: The interview assesses the applicant's investment in the role of fire service and understanding of the character, integrity and cultural fit of this career.

## Your Rights

We follow Oregon fair-hiring laws and conduct individualized assessments. Salary history is not requested prior to a conditional offer. Age, date of birth, and graduation dates are not requested on the application prior to interview under HB 3187 (effective Sept. 26, 2025) They may be reviewed if provided by the candidates in supplemental documents submitted. Credit checks are generally prohibited (ORS 659A.320). If a third-party background report is used, FCRA disclosure and notice requirements apply.

## What We Check & When

**BEFORE INTERVIEWS:** We do not ask about your criminal history on applications or before your first interview (ORS 659A.360).

### **PRE OFFER:**

**Proctored Pre-Offer Psychological Test (CPI) and Personal History Questionnaire (PHQ):** These tests provide critical information assessing a candidate's normal personality traits, interpersonal style, and leadership potential.

### **Background Investigation**

- **Social Media:** Public profile review
- **Employment History:** Verification of all previous employment.
- **Education:** Confirmation of all Education attendance, transcripts and completion.
- **Certification:** Review and confirmation of complete, current, active position related training and certification in good standing.
- **References:** Personal and professional references are contacted and interviewed for all volunteer and career positions.
- **Criminal History:**
  - SS Address Trace
  - Nationwide Criminal Database
  - Unlimited County Criminal Records Search
  - Nationwide Sex Offender Registry

Fire/EMS roles: All fire service candidates (career or volunteer) complete a DPSST-required background investigation. EMS-licensed roles also complete an FBI fingerprint-based background check as part of their state licensure (OAR 259-009-0015; OAR 333-265-0025).

### **Driver Record Threshold (DPSST-Aligned)**

DPSST requires review of Department of Motor Vehicles (DMV) records as part of the mandatory fire service background investigation but does not set a statewide numeric threshold. Fire agencies must adopt job-related driver standards consistent with good-character determinations under OAR 259-009-0015.

Applicants whose duties include emergency vehicle operation, fire apparatus driving, ambulance operation, or duty vehicle use must meet minimum standards as a condition of employment or volunteer affiliation. Records of DUII conviction, moving violations, reckless driving convictions are examples of violations that can impact eligibility of a candidate to advance in the background process.

Demonstrated patterns of unsafe driving may be disqualifying, regardless of individual violation counts; individualized review and assessment may apply.

Documented exceptions may be considered only through an individualized assessment evaluating job relatedness, time elapsed, rehabilitation, and operational risk.

Additional certifications are required for Emergency Vehicle operation.

### **POST CONDITIONAL OFFER**

#### **Psychological Evaluations and Interview – Career Only**

Our Psychological evaluations assess key behavioral competencies such as integrity, attention to safety, stress tolerance, drug use (and other risk-taking behavior), conscientiousness, decision making and judgement, and interpersonal skills.

#### **Medical Exam**

A non-DOT medical examination is required to confirm physical wellness to pursue a physically demanding career.