



September 18, 2018

Dear Knollwood Fire Department Employees,

In light of the recently approved Libertyville, Lake Forest and Rockland Fire Protection District partnership, I wanted to reach out, first and foremost, to thank and commend you for your service to the community of Knollwood, and your support of other departments in the area.

I also wanted to assure you that we are dedicated to making sure that this is a smooth transition, respecting the valued personnel and traditions associated with the long-standing Knollwood Fire Department.

To that end, I am hoping that you will seriously consider working as a Paid on Premise (POP) Firefighter for the Lake Forest Fire Department. We are looking for people who want to work alongside our full-time staff to serve the communities of Knollwood, Lake Bluff, and Lake Forest.

I am very proud of the results we have achieved with our POP program in the past. Currently, we have ten full-time members on shift who started as a Lake Forest POP, and at least twelve more whom have gone on to work with other area full-time departments.

We are offering a chance to enhance your skills and experience and assistance in a path to a full-time job in the fire service. At this time, we have a place for part-time employees, and we invite everyone to apply. Attached is a copy of our qualifications for those who may be interested, and we hope that you will consider this opportunity with Lake Forest.

Please do not hesitate to contact me if you have questions or need clarification. I look forward to continuing to work together with you to provide exemplary fire and emergency medical services to the residents and businesses of Knollwood.

A handwritten signature in dark ink that reads 'Pete Siebert'.

Pete Siebert
Fire Chief
Lake Forest Fire Department



The Lake Forest Fire Department is looking for qualified Firefighter/EMT-B or Firefighter/Paramedics for our Paid-on-Premise Program

The Lake Forest Fire Department is seeking applicants who meet our qualifications for Paid-on-Premise Firefighter/EMT/B and Firefighter/Paramedic employees. Paid-on-Premise employees are eligible for 12-hour shifts. A minimum of three (3) 12-hour shifts and up to six (6) 12-hour shifts per month are the required work hours.

Applicant Qualifications

- Complete a background check
- Be at least 21 years of age
- Possess a high school diploma or GED equivalent
- Valid driver's license
- Illinois OSFM certified Firefighter Basic or Firefighter II
- Illinois Department of Health EMT-B or Paramedic license
- Pass medical evaluation and drug screen
- Possess a valid Candidate Physical Ability Test (CPAT) card issued within one (1) year of hire date
- Pass oral interview

Pay Scale

Firefighter/EMT-B \$15.00 per hour

Firefighter/Paramedic \$17.00 per hour

Applications

Applications are available on the City of Lake Forest website: <https://www.cityoflakeforest.com>

The City of Lake Forest is an Equal Opportunity Employer