



*"IF IT DOESN'T SAY BELL ON THE SIDE,
YOU'VE JUST BEEN TAKEN FOR A RIDE!!!"*®

Bell Ambulance, Inc. Cadet Application Process

The Bell Ambulance Cadet Program application process is a five step system that helps the company determine who are the most qualified candidates for acceptance into the program for an upcoming school semester.

We will strive to provide our applicants with an efficient, yet thorough hiring process. Candidates that successfully complete all five steps of the application process will receive an offer for a spot in the Cadet Program.

Should an applicant accept the offer, their job title will be “Cadet” throughout the duration of their school semester, and until they have received their EMT License issued by State of Wisconsin.

Step One:

After a candidate (with the necessary qualifications) expresses interest in the Cadet Program, the Bell Ambulance Human Resources Department will contact them to schedule an oral, in-person interview.

A candidate will be required to complete the Bell Ambulance application. Along with the application, prospective candidates will be required to write a brief essay explaining why they are looking for a career in the EMS (Emergency Medical Services) industry, and why they believe they would be a good fit for the Bell Ambulance Cadet Program.

Both the completed application and the essay must be printed, and brought to the candidate’s interview. A candidate that arrives to his/her interview without the listed documents will be asked to reschedule their interview for a later time when they are more prepared.

Step Two:

An applicant that is scheduled for an oral interview will be required to complete a written test prior to meeting with the interviewing parties. The test will consist of general knowledge questions, pertinent and non-pertinent to the EMS industry. The test results will be used as a component in the consideration process.

Step Three:

The next step in the hiring process includes an oral, in-person interview with the HR Generalist and Cadet Program Lead in which an applicant will answer questions regarding their possible qualifications for the role. The applicant will have the opportunity to learn more about the program, and ask any questions he/she might have pertaining to the role, the company, and the like.



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Further consideration will be given to those prospective applicants that have preferable candidate traits. These particular traits include but are not limited to:

- Academia Excellence (Maintaining a GPA of 2.5 or Higher)
- Participation in School Clubs or Programs
- Veteran Status
- Transportation Industry Experience or CDL
- Clean Driving Record – Zero Traffic / Non – Traffic Occurrences
- Relevant Experience Pertaining to Health and Humanitarian Services

Step Four:

Based on the outcome of the oral interview, prospective candidates who do well will be subject to reference checks, as well as background checks.

Background checks will include but are not limited to motor vehicle report checks, criminal history checks, and other various checks.

The background check process can take up to 1 or more days, thus lengthening the application process. After receiving results from completing background checks, the appropriate parties will convene to discuss a candidate's application package including the application itself, the essay, any notes from their interview, any documents the applicant provided at the interview, and their background check results.

Step Five:

Candidates that successfully move past Step Four will be contacted by the Human Resources Department, and shall receive a conditional offer for employment with Bell Ambulance as a Cadet. An applicant will be required to complete and pass a pre-employment drug screening and physical abilities test. Also, at this time, the candidate will be scheduled for a new hire orientation that they must be in attendance for each day.

Candidate Elimination:

If at any time, a candidate is eliminated from the application process, they will be notified via mail. Furthermore, an applicant that is not selected initially may be placed on a separate waiting list should there be vacancies prior to the start of the program, or for a potential future Cadet Program.