The Commonwealth of Massachusetts
Human Resources Division

# Firefighter Examination Cities and Towns

## Written Examination: Saturday, April 16, 2016

Application Deadline: March 1, 2016*

*Please note: There will be an additional $50 processing fee for applications received after this date.
Applications will not be accepted after March 21, 2016.

For information call: 617-878-9895
Outside the Boston area call: 1-800-392-6178

Apply online at

**www.MASS.GOV/CivilService**

You must apply for this examination online using Visa or MasterCard or request a fee waiver.
No personal checks or cash will be accepted.
The $200 examination fee includes both the written and physical ability components of the examination.

### Entry Level Physical Abilities Test (ELPAT):

All applicants must take and pass the written examination and the Entry Level Physical Abilities Test (ELPAT) to be placed on the eligibility list for appointment as a Firefighter.

Additional information about the examination, eligibility requirements, and the application process are available on the Human Resources Division website; www.MASS.GOV/CivilService

The Commonwealth of Massachusetts is an affirmative action / equal opportunity employer. Women, minorities, veterans and people with disabilities are encouraged to apply.
We do not recommend or endorse any private school, service or publisher offering preparation and/or publications for this examination and we are not responsible for their advertising claims.

This examination will determine the pool of applicants eligible for appointment to the position of Firefighter in those cities and towns covered by the Civil Service statute. Please visit our web site at www.MASS.GOV/CivilService for a list of those communities and a detailed description of the eligibility requirements.

# Firefighter, Municipal Service

**Duties:**
Firefighters often perform risky and physically demanding duties under emergency conditions. Firefighters work under supervision, often as a member of a team, to respond to fire and other emergencies. Firefighter duties may include, for example: connecting, pulling and operating hose lines; operating a pump; positioning and climbing ladders; emergency rescue and lifesaving; ventilating smoke-filled areas; using and maintaining tools and equipment; training; and fire station activities.

**Entrance Requirements:**
Age Requirement: As of the posting of this notice, candidates must be at least 19 years of age on or before March 21, 2016, for all civil service Firefighter jurisdictions as defined in M.G.L. Chapter 31, Section 58. It is your responsibility to review any additional age requirements for each Fire Department Covered By Civil Service on our website. Please be advised that the list of communities is subject to change, and inquiries about status changes should be directed to the communities in question.

**Entry Level Physical Abilities Test (ELPAT):**
All applicants must take and pass the written examination and the Entry Level Physical Abilities Test (ELPAT) to be placed on the eligibility list for appointment as a Firefighter. The ELPAT will assess the physical capability of candidates to perform the essential functions of a Firefighter's job. A complete description of the ELPAT and a training guide are available on our web site. Please read them in detail and follow all directions on how to train for the test.

**FEE WAIVER:** The examination fee may be waived for candidates receiving certain state or federal public assistance, or unemploy-ment insurance. Fee Waiver Forms are available at the Applicant Forms section of our website. You must follow the instructions on the Fee Waiver Form regarding proper submission of the Form and supporting documentation. All Fee Waiver forms must be submitted on or before March 1, 2016.

**SPANISH-SPEAKING CANDIDATES**: You may take the written examination in the Spanish language. If you do, you must take and pass a separate written examination that tests your ability to read and understand English. This English Comprehension written examination will be administered on May 18, 2016. If you wish to take the written examination in the Spanish language, you must submit a separate letter requesting this along with your application and examination processing fee or Fee Waiver Form by the deadline above. A separate confirmation will be sent to candidates approved to take the May 18, 2016, English Comprehension written examination. If you pass the English Comprehension examination, you will be scheduled to take the Firefighter written examination in the Spanish language on a date to be determined. If you fail the English Comprehension examination, you will not be eligible to take the Firefighter written examination.

**TESTING ACCOMMODATIONS FOR PEOPLE WITH DISABILITIES:** If you need special testing accommodations due to a documented impairment such as a hearing, learning, physical, mental or visual disability, **you must submit a letter of support from a qualified professional detailing what type of accommodation you require at the examination site**, and such letter must be scanned and attached to this application. Without such a letter, we cannot guarantee that we will be able to grant your accommodation. This information is requested only to provide reasonable accommodation for examinations, and will not be used for any other purposes.

**CURRENT MILITARY PERSONNEL**: All military personnel who, in connection with current service, have military orders that indicate their unavailability due to military service on the examination date, must file an application and processing fee and request a makeup examination in writing, with a copy of your military orders attached. This request must be mailed to our office and should not be attached electronically to your application. Please include in your request your email address, daytime base phone number and/or name and phone number of a friend or family member with whom you have regular contact and entrust with your personal communication.
Note: Only candidates who have filed an application and an examination processing fee or Fee Waiver Form for this examination will qualify for placement on the Firefighter eligible list upon passing a military make up examination.