

2026 Statewide Departmental Promotional Examination for Deputy Fire Chief (1YP-622)

If you currently have a Civil Service Online Account DO NOT create a new account to apply for this exam.

Utilize the Government Jobs Help & Support to access your account. [Online Employment Application Guide | Massachusetts Civil Service Applications](#)

Test takers with two accounts may cause delays with properly recording your application and notifications from civil service such as notices to appear, or job opportunities. If you have questions, please email civilservice@mass.gov.

Candidates for this examination must be employees in one of the following Massachusetts Fire Departments. Please read the below department listing carefully. Departments and eligible titles will be listed as they are requested.

Departments – Eligible Title(s):

- Milford – Fire Captain

This examination is being administered by the Human Resources Division (HRD) to create an eligible list from which to fill Deputy Fire Chief vacancies in participating Massachusetts Fire Departments. Candidates must take and pass this examination in order to be placed on the eligible list.

Written Examination Date: November 21, 2026

Application Period Begins: August 17, 2026

Application Deadline: September 14, 2026

Examination Processing Fee: \$150

Written Examination Locations: Various sites across the Commonwealth

Examination Information

Eligibility: To be eligible for this examination you must: (1) be an employee in the fire department for which the examination is given with permanent civil service status in the specified eligible title(s) by the date of the examination; and (2) have served in the force at least one year since you were appointed and performed the job duties of the eligible title(s)*. A combination of temporary and permanent service from a certification can be applied towards meeting this one-year requirement. Time spent working in the title of Deputy Fire Chief will not interrupt the service period in your permanent position.

*If the eligible title has been lowered to the entry level rank you must have served in the force at least one or three years depending on the participating department.

Note: Pursuant to the provisions of Massachusetts General Law (MGL) 31 § 59, if less than two applications are received from eligible candidates, this examination will be postponed. If the examination's eligible title has been lowered to the entry level rank, the examination will go forward with less than two eligible candidates submit applications.

Eligible List: Individuals placed on the resulting eligible list shall be eligible for certification from such list for such period as the administrator shall determine, but in any event not to exceed two years, unless otherwise outlined in MGL Chapter 31 § 25 or the Human Resources Division's (HRD) revocation policy.

Examination Weights: The examination weights are 33% Technical Knowledge, 27% Situational Judgment Test, 20% Assessment Center and 20% Experience/Certification/Training & Education (ECT&E).

Departments – Eligible Title(s):

- Milford – Fire Captain

Application: All applications and examination processing fees must be received by the application deadline. You will receive two confirmation emails when you have completed the process: one email confirming your application has been received, and one email confirming your payment has been received. Your application is not complete until you have received both confirmation emails. Candidates who have been approved for an examination fee voucher may record redeeming the voucher on the application. If you have not submitted payment or redemption of an examination voucher of the examination processing fee on or before the application deadline, your application will not be accepted.

Note: Although the online application system allows candidates to elect to receive notification by email or regular mail, please be advised that HRD utilizes only email for all notices to candidates.

Current Military Personnel: Any current military personnel requesting a makeup opportunity, visit [Civil Service Military Makeup Examinations](#) for more information.

Makeup Examination: With the exception of current military personnel as described above, no candidate has a right to a makeup examination due to personal or professional conflicts on the testing date. Candidates are advised to consider this before applying for the examination. If you file an examination application by the application deadline but are unable to appear for the examination on the examination date due to an emergency or unanticipated hardship, you may request a makeup examination by filing a written request with verifiable documentation to HRD no later than seven calendar days from the original written examination date. HRD reserves the right to approve or deny your request. HRD may require an additional examination processing fee upon approval of your request.

Reasonable Accommodations: If you need reasonable accommodations due to a documented impairment, or medical condition, you must fill out the [Testing Accommodations Request Form](#) and submit supporting documentation as outlined on the form from a qualified professional detailing what type of accommodation you require at the exam site. The form and supporting documentation must be scanned and attached to the application or emailed to CS-ReasonableAccommodations@mass.gov no later than four weeks prior to the exam date. Without such a letter, we cannot guarantee that we will be able to grant your accommodation. This information is requested only to provide reasonable accommodations for exams and will not be used for any other purposes. For information regarding reasonable accommodations and the required form please see: [Reasonable Accommodations for Civil Service Examinations](#).

Additional Information for Deputy Fire Chief candidates: Visit [Examination Preparation Guides and Reading Lists | Mass.gov](#) for more information.

Examples of Essential Duties:

Duties: Under the general supervision of the municipal appointing authority, directs the operations of the fire department, exercising supervision over direct reporting staff and overseeing the delivery of major municipal fire services; conducts long-range planning to determine policies, program priorities, and the utilization of resources in order to ensure the efficient and effective implementation of the goals and objectives mandated by state laws, local bylaws or ordinances and departmental rules and regulations; evaluates the availability of fiscal and equipment resources, personnel, and local needs relative to the protection of life and property and the prevention and suppression of fire; directs and performs fire prevention duties including code and pre-fire inspection duties; directs, performs and reports the results of fire investigations; personally responds to fire and non-fire emergencies in order to supervise actions of fire service personnel; carries out public relations activities and prepares and disseminates news releases; plans and conducts hearings and meetings on issues of public concern; prepares and submits budget requests and administers department budget; interviews and selects personnel for promotion; reviews and negotiates contract proposals from contractors and/or vendors; and performs related duties as required.

Examination Subjects:

Technical Knowledge (TK): The technical knowledge component will be designed to test, where practicable, the following knowledges, skills, and abilities that have been established as qualifications for the position: Knowledge of the chemistry and physics of fire, fire ground operations/fire suppression, special operations, building design, construction, and materials, fire prevention, fire protection, fire cause determination, hazardous materials, legal considerations, supervision, and administration and management.

Situational Judgement Test (SJT): The examination will measure your judgment and decision-making, accountability, adaptability, guiding and developing others, leadership (including managing activities and building teams), and interpersonal skills (including conflict management).

Reading List: Available at [Reading Lists](#)

Experience, Certification/Training & Education (ECT&E): All candidates must complete the 2026 Statewide Deputy Fire Chief Promotional Examination ECT&E Claim application online. This is a separate application. Submitting an ECT&E claim in any way other than through the online claim process will result in a failed examination component. Instructions and a link to the ECT&E claim will be emailed to you prior to the written

examination date. A confirmation email will be sent upon successful submission of an ECT&E Claim application.

Statutory Preference Points: Upon submission of written proof, two points will be added to the passing score of qualified Veterans and Disabled Veterans or individuals who have 25 years of service as a member of a regular municipal fire force in Massachusetts and have passed an examination for promotional appointment in such force. If you are qualified for both the Veteran's Preference and the Promotional Preference for 25 years of service, please be advised that two points are the maximum allowable number of points to be added to your passing, overall examination score. To claim the Promotional Preference for 25 years of service, candidates must claim this preference in the ECT&E Claim application and verify eligibility on the Employment Verification form submitted with your ECT&E application. To claim veterans' preference, claim veteran status in the application and attach your DD214 to the application or email it to civilservice@mass.gov. For more information on veteran status refer to the [Military Information](#) section on our website.

Updating Information: Candidates are responsible for maintaining accurate contact information. Failure to keep your records current may jeopardize opportunities for employment. For information on how to update your information, visit the [Update Your Account](#).

During the HRD review process or during the life of the applicable eligible list(s), candidates must make original supporting documentation available should the issue of authenticity arise with any submitted document copies.

Refunds: There will be no refunds of the examination processing fee unless the examination is cancelled by HRD.

Private School or Service: HRD does not recommend or endorse any private school, service, or publisher offering preparation and/or publications for examinations and is not responsible for their advertising claims.

Supplemental Information:

Women, minorities, veterans, and people with disabilities are encouraged to apply.

For more information about this and other civil service examinations, visit <http://www.mass.gov/civilservice> or email the Civil Service Unit at civilservice@mass.gov

Inquiries may also be made to HRD, Monday through Friday, 8:45am – 5:00pm, at the following numbers:

Boston area: (617) 878-9895

Within Massachusetts: 1-800-392-6178

TTY Number: (617) 878-9762