



The Commonwealth of Massachusetts
Human Resources Division

Firefighter Examination Municipal Service



**Written Examination:
Saturday, April 24, 2010**

Application Deadline: March 16, 2010

Please note: There will be an additional \$50 processing fee for applications received after this date.
Applications will not be accepted after April 1, 2010.

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



Apply online at
www.mass.gov/civilservice

using Visa or MasterCard or submit an application with a **\$100 fee** payable by money order to the Commonwealth of Massachusetts or request a fee waiver. No personal checks or cash will be accepted.

Additional information about the examination, eligibility requirements, and the application process is available at the Human Resources Division, One Ashburton Place, Boston, MA 02108. Hours are Monday through Friday, 8:45 AM – 5:00 PM. You may also call 617-878-9895.

Recorded information is available 24 hours a day.

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.

www.mass.gov/civilservice



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.

Minimum Entrance Requirements:

- You must be at least 19 as of April 1, 2010.
- You must be a non-smoker at the time of and after appointment.
- If you will be 32 or older as of April 1, 2010, please obtain and read the detailed examination announcement before applying.
- You must pass a medical and physical ability examination prior to appointment.

Entry Level Physical Abilities Test:

All applicants must take and pass the written examination and the Entry Level Physical Abilities Test (PAT), to be placed on the eligibility list for appointment as a Firefighter. The Entry-level PAT will assess the physical capability of candidates to perform the essential functions of a firefighter's job.

There will be a separate **fee of \$100**.

A complete description of the PAT and a training guide are available on our website. 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 applicants receiving certain state or federal public assistance, unemployment insurance, or workers' compensation. Fee waiver forms are available from and must be filed with the Massachusetts Human Resources Division, Test Administration, One Ashburton Place, Boston, MA 02108. Fee waiver forms may be downloaded from the Applicant Forms section of the HRD website. Waiver forms must be accompanied by proof of eligibility, for the subject time period, in the form of signed and dated receipts, check stubs and/or other documentation from the agency providing assistance. If you are claiming a fee waiver, please make sure to fill in item #16 on your application.

SPANISH-SPEAKING APPLICANTS: You may take the examination in the Spanish language. If you do, you must, on the same day, take another written examination that tests your ability to read and understand English. If you wish to take the 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.

CURRENT MILITARY PERSONNEL: ALL military personnel who, in connection with current service, CANNOT be in Massachusetts on April 24, 2010 should contact the Human Resources Division to request a make up examination. To request a make up, you must file an application by the last filing date and request such accommodation in writing, with a copy of your military orders attached. Please include in your letter either your daytime base phone number and/or name and phone number of a Massachusetts resident with whom you are in regular contact.

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, fill in the circle in item 15 of your application, and include a letter detailing what type of accommodation you require at the exam site.

You must also include a letter of support from a qualified professional. 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 exams, and will not be used for any other purposes.