



ORLEANS COUNTY CIVIL SERVICE

FIREFIGHTER EMT-B/FIREFIGHTER PARAMEDIC

John C. Welch, Jr.
Personnel Officer

#60-918

OPEN COMPETITIVE

WRITTEN EXAMINATION DATE: March 18, 2017

LAST FILING DATE: February 8, 2017

VACANCIES: The eligible list which will result from this examination will be used fill vacancies as they occur in the Village of Medina.

SALARY: As per the Village of Medina.

RESIDENCE: Candidates must have been legal residents of Orleans County or contiguous counties of Monroe, Niagara or Genesee for at least one month immediately preceding the date of the written test. Every person initially employed by the Village of Medina on or after the effective date of this local law shall, as a qualification of employment, become a resident of the Village of Medina or shall reside within a ten (10) mile radius of the Village boundaries within six (6) months of the date of initial service for the village.

DUTIES: Performs fire prevention and firefighting duties. This is standardized manual work of a hazardous nature involving fighting fires and salvage and rescue work. Performs emergency medical duties of the ambulance service. Does routine maintenance and custodial work of the village building housing the fire department. Does routine maintenance on fire and ambulance equipment. Does related work as required.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma.

Special Requirement for Appointment and/or Continued Employment:

- Possess a valid NYS Operator's license to drive.
- Must possess a valid Emergency Medical Technician-Basic (EMT-B) certificate or higher for appointment for Firefighter EMT-B.
- Must possess a valid Advanced Emergency Medical Technician-Paramedic (AEMT-P) certificate or higher for appointment for Firefighter Paramedic.
- In addition, when required, higher-level EMT certificates must be acquired at the first training opportunity after employment and must then be maintained throughout employment.
- Must meet certain medical and physical standards, within time periods specified by state and federal laws.
- Must successfully complete an approved fire academy training course.

Use of Calculators is ALLOWED

SUBJECTS OF EXAMINATION: A written test designed to evaluate knowledge, skills and /or abilities in the following areas:

1. Advising and interacting with others

These questions test for the ability to interact with other people, to gather and present information, and to provide assistance and advice in a courteous and professional manner.

2. Using logical reasoning to draw valid conclusions

These questions test for the ability to examine true statements and logically evaluate conclusions based on the information in the statements.

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3. Mechanical reasoning

These questions will be accompanied by drawings or descriptions of various mechanical devices, such as gears, pulleys, levers, hand tools, and gauges. You will be required to demonstrate an understanding of how the devices work and the underlying mechanical principles involved. These devices are not limited to use in the fire service.

4. Understanding and interpreting written material pertaining to fire

The questions in this subtest test how well the candidate comprehends written material. The candidate is provided with brief reading selections, followed by a set of alternative statements relating to each selection. The candidate is to indicate the most appropriate statement relating to the selection on the basis of whether it:

- a.) Accurately paraphrases portions of the selection; or
- b.) Adequately summarizes the selection; or c. presents an inference that can reasonably be drawn from the selection.

The reading selections are drawn from a variety of sources related to the fire fighting field. Knowledge of the subject matter of the reading selection is generally not related to successfully answering the questions.

A Guide for the Written Test for Firefighter is available at the New York State website: www.cs.ny.gov/testing/localtestguides.cfm . Candidates not having access to a computer or the internet may request copy of the test guide from the municipal civil service office conducting this examination using the contact information found elsewhere on this announcement.

Use of Calculators is ALLOWED

QUALIFYING PHYSICAL AGILITY EXAMINATION: The purpose of having a physical assessment as part of entry level Firefighter candidate testing is to identify those candidates who possess adequate physical ability in the form of agility, strength, coordination and endurance.

STANDARDS: Pass/Fail. Each candidate(s) must complete each of the eight (8) exercises in the order they are listed and within the maximum allotted time. If a candidate fails to complete any of the events, or exceeds the total time allotted, then that candidate will have failed the examination and will not be allowed to continue on with the remainder of the examination.

THE EXAMINATION: Throughout the entire examination, the candidate(s) will be required to wear a weighted vest (40lbs.). The examination will consist of eight (8) events, placed in sequence. Candidates will be allotted a maximum time (10 minutes 20 seconds) in which to complete all eight (8) events. Again, failure to complete all events within that time will constitute a failure on the part of the candidate, and the examination will be terminated immediately

- 1.) **STAIR CLIMB:** Using the fire training tower, this event is designed to simulate the critical task of climbing stairs in full protective clothing. An added 25 pounds will be placed on the vest.
- 2.) **HOSE DRAG:** The candidate will drag the hose fifty (50) feet towards a pre-positioned drum, make a ninety (90) degree turn around the drum and drag the hose line an additional twenty-five (25) feet to a marked five (5) foot by seven (7) foot box. The candidate will pull the hose line to a mark on the hose line fifty (50) feet from the other marking, until that mark crosses the line of the box.
- 3.) **EQUIPMENT CARRY:** This event starts with the candidate removing the saws, one at a time, from the tool cabinet, and placing them on the ground. Then the candidate will pick up both saws, and carry them while walking forty (40) feet around a cone, and then back to the starting point.
- 4.) **LADDER RAISE/EXTENSION:** This event uses two (2) twenty-four (24) foot fire department ladders to simulate the critical task of placing a ground ladder at a fire structure and extending the ladder to the roof or window.

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- 5.) **FORCIBLE ENTRY:** This event uses a mechanized device that measures cumulative force created by swinging a ten (10) pound sledgehammer.
- 6.) **SEARCH:** This event will use a covered search maze area that has obstacles and narrowed spaces.
- 7.) **RESCUE:** This event uses a weighted mannequin (approximately 165 lbs.) equipped with a shoulder harness to simulate the critical task of removing a victim or injured partner from a fire scene.
- 8.) **CEILING BREACH AND PULL:** This event will simulate the critical task of breaching and pulling down a ceiling to check for fire extension.

Copies of the physical agility standards are available upon request from the Orleans County Civil Service/Personnel Office or is available on the Orleans County website:

<http://orleansny.com/Portals/0/Departments/Personnel/Exams/Fire%20Agility%20Medina.pdf?ver=2016-12-28-083131-857>

The Fire Service Joint Labor Management Wellness/Fitness Initiative adopted the physical fitness-screening test based on the model formulated by the Cooper Institute of Aerobics Research. The minimum passing scores, depending on age and sex, represent the fortieth (40th) percentile of physical fitness as established by the Cooper Institute. Failure on a part of qualifying test will remove your name from further consideration for appointment.

NO RETEST FOR THE PHYSICAL AGILITY

GENERAL INSTRUCTIONS

1. Each candidate must execute an application form and file it with the Orleans County Civil Service Office, County Administration Building, 14016 Route 31 West, Albion, NY 14411. Applications should be filed as soon as possible after the announcement of the examination. In writing for the application form and information, **SPECIFY BY ANNOUNCEMENT NUMBER AND TITLE** the position for which you wish to apply. Before filing your application, **BE SURE EVERY QUESTION IS ANSWERED**. An incomplete application may be disapproved.
2. Accepted candidates will be notified when and where to appear for examination. None will be admitted to the examination without official admittance card. If an applicant is rejected, due notice will be sent. The Civil Service Office does not make formal acknowledgment of the receipt of an application. Call the Civil Service Office if you have not received your notice three (3) days before the date of the test.
3. Unless otherwise stated, all candidates are required to be legal residents of Orleans County for one (1) month immediately preceding the date of examination. Appointing authorities may give preference to legal residents of their jurisdiction.
4. For purpose of claiming veteran's credits on a Civil Service Examination, an applicant must have received an honorable discharge and have served in the armed forces of the United States at any time during the following periods:

World War II - Dec. 7, 1941 - Dec. 31, 1946	Lebanon - June 1, 1983 - Dec. 1, 1987
Korean Conflict - June 27, 1950 - Jan. 31, 1955	Grenada - Oct. 23, 1983 - Nov. 21, 1983
Viet Nam Conflict - Feb. 28, 1961 - May 7, 1975	Panama - Dec. 20, 1989 - Jan. 31, 1990

Credit for Lebanon, Grenada and Panama will be limited to those who received the armed forces expeditionary, the navy expeditionary medal, or the Marine Corps expeditionary medal.

Veterans: Any candidate claiming veterans' credit or disabled veterans' credit must file their application for examination a **certified copy** of their Honorable Discharge from the Armed Forces of the United States. Veterans

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claiming disability credits must file Form MSD332-VC-3. All candidates filing veteran's credits must file form MSD-332-VC-1.

NOTE: In conformance with Section 85-a of the Civil Service Law, children of firefighters and police officers killed in the line of duty shall be entitled to receive an additional ten points in a competitive examination for original appointment in the same municipality in which his or her parent has served. If you are qualified to participate in this examination and are a child of a firefighter or police officer killed in the line of duty in this municipality, please inform this office of this matter when you submit your application for examination. A candidate claiming such credit has a minimum of two months from the application deadline to provide the necessary documentation to verify additional credit eligibility. However, no credit may be added after the eligible list has been established.

5. Verification of Qualification: Candidates may be investigated or called for an interview to determine whether they are qualified for appointment.

6. PASSING MARK: Passing mark for examination is 70.

7. Eligible lists will be established in the order of final rating for successful candidates and will be established for a period of one (1) year unless exhausted prior to that date. Lists may be extended by the Personnel Officer not to exceed four (4) years. The eligible list resulting from this examination will be used to fill present and future vacancies in this title.

EXAM FEE: A **\$25.00** check, money order or cash must accompany the application for examination. The check is to be made payable to Orleans County Civil Service. Write the examination title and number on your check or money order. **REFUNDS OF FEES WILL NOT BE ISSUED TO APPLICANTS WHO ARE DISQUALIFIED FOR NOT MEETING THE MINIMUM QUALIFICATIONS FOR ADMITTANCE TO THE EXAMINATION OR WHO DO NOT APPEAR FOR TESTING ON THE SCHEDULED TEST DATE.** Therefore, be sure to compare your qualifications carefully with the requirements listed and file only for those examinations for which you clearly qualify and intend to take. We cannot prescreen applications submitted without the fee.

APPLICATION FEE WAIVER: A waiver of application fee will be allowed if you are unemployed and primarily responsible for the support of a household. In addition, a waiver of application fee will be allowed if you are determined eligible for Medicaid, or receiving Supplemental Security Income Payments, or Public Assistance (Temporary Assistance for Needy Families/Family Assistance or Safety Net Assistance) or are certified Job Training Partnership Act/Workforce Investment Act eligible through a State or local social service agency. All claims for application fee waiver are subject to verification. If you can verify eligibility for application fee waiver, complete a "Request for Application Fee Waiver and Certification" form and submit it with your application by the close of business on the Application Deadline as listed on the Examination Announcement.

The "Request for Application Fee Waiver and Certification" may be obtained at the Orleans County Department of Personnel, Orleans County Administration Building, 14016 Route 31 West, Albion, NY 14411. Telephone 589-3184 or 589-2793.

This examination will be prepared and rated by the New York State Department of Civil Service in accordance with Section 23(2) of the Civil Service Law. The provisions of the New York State Civil Service Law, rules and regulations dealing with the preparation and rating of examinations will apply to this examination.

APPLICATIONS: Information and applications may be obtained at the Department of Personnel, Orleans County Administration Building, 14016 Route 31 West, Albion, NY 14411. Telephone 589-2793 or 589-3184. If you wish to have an application mailed to you, send a self-addressed stamped envelope.

Examination to be held at the Albion High School, 302 East Avenue, Albion, NY 14411.

APPLYING FOR CIVIL SERVICE EXAMINATIONS IN MULTIPLE JURISDICTIONS WHEN EXAMINATIONS ARE SCHEDULED ON SAME DAY - If you have applied for any other Civil Service

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examinations for employment with New York State or any other local government jurisdiction, you must make arrangements to take all your examinations at one test site. If you have applied for both State and Local government examinations, you must make arrangements to take all your examinations at the State examination center by calling (518) 474-6470 no later than two weeks before the test date.

If you have applied for other local government examinations, call or write to each civil service agency to make arrangements. You must make your request for these arrangements no later than two weeks before the date of the examinations. You must notify all local government civil service agencies with whom you have filed an application of the test site at which you wish to take your examination. For this examination call (585) 589-3184 or (585) 589-2793 or write to Orleans County Personnel Office, 14016 Route 31 West, Albion, NY 14411.

APPLICANTS: Please contact this office five (5) days prior to the examination if you have not been notified by us, as to your eligibility to participate in this examination.

Religious Accommodation – Most written tests are held on Saturdays. If you cannot take the test on the announced test date due to a conflict with a religious observance or practice, check the box under “Religious Accommodation”. We will make arrangements for you to take the test on a different date (usually the following business day).

Disabled Candidates – If special arrangements for testing are required, indicate this on your application form.

Military Members – A person serving on active duty in the armed forces of the United States during the filing period for a civil service examination, or a person who has been honorably discharged after an examination filing period shall be permitted to file an application for such examination no later than 10 business days prior to the scheduled examination date or the last date to file for such examination, whichever is later.

Applications must be postmarked or filed by the closing date for this examination. **CANDIDATES MUST RECORD THE EXAMINATION NUMBER AND TITLE ON THE APPLICATION.**

NOTICE TO CANDIDATES

Candidates are permitted to use quiet, hand-held, solar or battery powered calculators. Cell Phones and Devices with typewriter keyboards, Spell checkers, Personal Digital Assistants, Address Books, Language Translators, Dictionaries, or similar devices are prohibited.

A handwritten signature in blue ink, appearing to read "John C. Welch, Jr.", with a stylized, cursive script.

John C. Welch, Jr.
PERSONNEL OFFICER

ISSUED: 12/28/2016

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