



## **Town of Wellesley Fire Department**

### **Fire Fighter Entrance Examination Registration Information**

**Exam date:**

Saturday April 12, 2014

**Exam Location:**

Wellesley Middle School  
50 Kingsbury Street  
Wellesley, MA 02482

**Check-in Time:**

08:00 AM

## Town of Wellesley Fire Department



The Wellesley Fire Department operates out of two fire stations. Station 1, located at 104 Central Street, houses Engine 1, a 1250 gallon Seagrave pumper. Station 2, the Fire Department Headquarters, located at 457 Worcester Street, houses Engines 2 a 1250 gallon Pierce pumper and a 1500 gallon Seagrave Quint. This Station also houses a 95' E-1 Tower Unit and a private ambulance service. One engine responds to medical emergencies with the ambulance. The department also maintains a Haz-Mat response vehicle and a spare 1250 gallon Pierce pumper. The engines are normally manned by three firefighters and the Tower/Ladder by two.

Fire prevention activities are conducted by a Captain on weekdays. Among the many duties performed by this office are inspections of all schools and business, issuing permits for blasting, permits for petroleum and other hazardous material storage, investigations of fires and developing student safety programs.

In addition to the usual fires, automobile accidents and medical calls, typical services offered by the department are water problems, lockouts, downed wires, emergency lighting during severe weather, and drowning accidents.

The Department takes great pride in acting as problem solvers for the diverse requests for assistance.

The Department responded to approximately 3881 alarms during the period July 1, 2012 to June 30, 2013. Personnel include 36 Firefighters, 12 Lieutenants, 4 Shift Captains, 1 Fire Prevention officer, 1 Chief of Department, 1 Deputy Chief, 1 Department Administrative Assistant, and 1 Mechanic.

# Town of Wellesley Fire Department

## Fire Entrance Examination Process

The candidate list from this examination will be valid for approximately two years from the date of the examination.

1. Download the Fire Department “Examination Information” Package [Click on PDF Link on Web Site Registration Page](#).

2. Use this website to register for the examination using a Credit Card. You have three options:

a. Examination Only (\$80.00 dollars)

b. Examination Study Guide (\$15.00 dollars)

3. Print the “Application for Fire Fighter Examination” found on page 9 of this booklet. You must fill out this application completely and bring it to the examination.

### Admission to Examination

**Three days prior to the examination, you will be emailed an "Admission Notice" for this examination. You are required to print and bring this letter with you to the examination registration.**

**This examination will be conducted by:**

**Public Safety Consultants, LLC**

P.O. Box 4074 Turnpike Station

Shrewsbury, MA 01545

Contact: [information@publicsafetyllc.com](mailto:information@publicsafetyllc.com)

**Examination Administrator:** Chief A. Wayne Sampson (Ret.)

[wsampson@publicsafetyllc.com](mailto:wsampson@publicsafetyllc.com)

**Registration Guidelines for This Examination**

1. To register, log onto <http://publicsafetyllc.com>
2. Click on the link “**Register**”
3. The examination date is **Saturday April, 12, 2014** at 9:00 AM.
4. The cost of the examination is eighty dollars. (\$80.00 dollars)
5. The registration deadline for this examination is **Monday April 7, 2014 at 9:00 AM.**
6. Payment must be received in full at the time of registration. (Credit card payment only)
7. Cancellation by 12:00 noon on Friday **April 4, 2014** will receive 50% refund.
8. No refund for Cancellation after 12:00 noon on Friday **April 4, 2014.**
9. If you require special accommodations for this examination, you must contact the Examination Administrator in advance. Email: [info@publicsafetyllc.com](mailto:info@publicsafetyllc.com)
10. The examination will be held at:

Wellesley Middle School  
50 Kingsbury Street  
Wellesley, MA 02482

## **Examination Check-in Procedure:**

1. Registration begins at 8:00 AM
  - a. You will be asked to verify name and contact information.
  - b. You will then be assigned to a testing room.
  
2. Examination monitors will verify the following:
  - a. You must bring your “Admission Notice” to the registration.
  - b. Applicants name, address, and identification.
  - c. You will be asked to verify your email address for test score notification.
  - d. Valid government picture identification must be shown at testing.
  - e. The examination will begin exactly at 9:00 AM and last approximately two hours. Applicants must be in their seat by 9:00 AM and late arrivals will NOT be admitted.
  
3. No food or drinks are allowed in the examination room.
  
4. Absolutely NO electronic device (except medically necessary) is allowed in the examination room. You must leave all electronics at home or in your automobile.
  
5. You are required to bring a pen and a #2 pencil for the examination.

## **Test Format**

The National Fire Fighter Selection Test is made up of three separately timed test sections - Listening Comprehension, Mathematics, and Reading Comprehension - that utilize the Multiple-Choice and True/False formats.

Though most of the questions in this test battery relate to fire duty, no prior knowledge of the Fire Service is needed to answer the questions.

The Examination Monitor will read specific instructions prior to the beginning of each examination section.

## **Test Scores**

Test results will be sent to each candidate and the Town of Wellesley within 14 days of the examination via email. Applicants must obtain an overall minimum passing score of 70 %.

## Fire Fighter Qualifications

- High School Diploma or G.E.D.
- Must be at least 18 years of age
- Must pass entrance examination
- Must pass oral interviews
- Must pass a thorough background investigation prior to employment
- Must pass a physical fitness test
- Must pass a medical examination
- Must have a valid Massachusetts driver's license on date of appointment.
- In accordance with M.G.L. Chapter 22 C Section 10, no Fire Fighter or student Fire Fighter appointed or hired after January 1, 1988 shall smoke any tobacco product.

## Severe Weather Cancellation Policy

It is anticipated that this examination will be given on Saturday April 12, 2014 even if poor weather is predicted.

However, in the event of severe weather predictions, a decision to postpone the examination will be made Friday April 11<sup>th</sup> at 7:00 PM and posted on our web site at <http://publicsafetyllc.com>

***If the examination is postponed, it will be administered the following day, Sunday April 13, 2014, at the same location. If the examination is given on April 13, 2014, the start time will be 10:00 AM.***

It is the applicant's responsibility to log onto the web site Friday April 11<sup>th</sup> at 7:00 PM, at <http://publicsafetyllc.com> to determine if there has been a cancellation.

There are NO refunds if an applicant fails to show for the examination.

**Directions to:**

**Examination Location**

Wellesley Middle School  
50 Kingsbury Street  
Wellesley, MA 02482

The Town of Wellesley can be easily accessed by several major roads, including Route 95/Route 128, Route 9 (Worcester Street) Route 16 (Washington Street) Route 135 (Great Plain Ave, Wellesley Ave, Central Street) and borders Natick to the west, Weston to the north, Newton to the east, and Needham to the south.

Please consult an internet map service for specific directions.



**Bring this completed form with you to the Examination**

**WELLESLEY FIRE/RESCUE**  
**APPLICATION FOR FIREFIGHTER EXAMINATION- PRINT CLEARLY**

NAME

	LAST	FIRST	MIDDLE
INITIAL			

MAILING ADDRESS

STREET		
TOWN/CITY	STATE	ZIP

SOCIAL SECURITY NUMBER:

TELEPHONE:

**ANSWER THE FOLLOWING QUESTIONS:**

YES	NO	QUESTION
<input type="checkbox"/>	<input type="checkbox"/>	ARE YOU EMT CERTIFIED?
	IF YES	CIRCLE LEVEL: BASIC    INTERMEDIATE    PARAMEDIC
<input type="checkbox"/>	<input type="checkbox"/>	ARE YOU ENROLLED IN AN EMT CERTIFICATION PROGRAM?
	IF YES	CIRCLE LEVEL: BASIC    INTERMEDIATE    PARAMEDIC
<input type="checkbox"/>	<input type="checkbox"/>	ARE YOU A GRADUATE OF THE MASS. FIRE ACADEMY RECRUIT PROGRAM?
<input type="checkbox"/>	<input type="checkbox"/>	ARE YOU ENROLLED IN THE MASS FIRE ACADEMY RECRUIT PROGRAM?
<input type="checkbox"/>	<input type="checkbox"/>	DO YOU HOLD A VALID DRIVER'S LICENSE?
<input type="checkbox"/>	<input type="checkbox"/>	ARE YOU CERTIFIED AS A FIREFIGHTER LEVEL 1?
<input type="checkbox"/>	<input type="checkbox"/>	ARE YOU CERTIFIED AS A FIREFIGHTER LEVEL 2?
<input type="checkbox"/>	<input type="checkbox"/>	ARE YOU A HIGH SCHOOL GRADUATE OR HAVE A GED?
<input type="checkbox"/>	<input type="checkbox"/>	DID YOU ATTEND AND GRADUATE FROM WELLESLEY HIGH SCHOOL?
		HOW MANY YEARS OF COLLEGE HAVE YOU COMPLETED? MAJOR _____
<input type="checkbox"/>	<input type="checkbox"/>	ARE YOU A RESIDENT OF WELLESLEY?
<input type="checkbox"/>	<input type="checkbox"/>	ARE YOU A VETERAN?

The following question is optional: Are you: \_\_\_ White/Caucasian \_\_\_ Black/African American  
 \_\_\_ Hispanic \_\_\_ Native American \_\_\_ Asian

I authorize the investigation of all statements contained in this application by the Town of Wellesley Fire/Rescue Department. I understand that misrepresentation or omission of facts called for is cause for rejection of my application for employment.

_____ NAME	_____ DATE
---------------	---------------

### **When and how will you be notified of your results?**

You will be notified of your test scores by email.

**DO NOT CALL THE DEPARTMENT!**

### **What happens next?**

The Wellesley Fire/Rescue department will have the availability/eligibility list created through this examination process to select candidates as positions become available. The department may contact you at that time.

The Wellesley Fire/Rescue department reserves the right to hire outside the List. Test results will represent only one element in the hiring process.

Placement on this list does not guarantee an appointment to the department.