



## CITY OF BRISTOL

### Application and Testing Process for Entry Level Fire Fighter

**Applicants:** Testing for Firefighter will take place approximately every two (2) years. No part of the testing process requires any prior knowledge of fire service experience.

**Qualifications:** High School graduate or equivalent certificate, 18 years of age, and valid State of CT Driver License with a good driving record. Must reside in a town which falls within a twenty (20) mile radius of Central Fire Headquarters (181 North Main Street) prior to the end of any probationary period.

**Agility Examination:** The Candidate Physical Ability Test (C.P.A.T.) is required by the Connecticut Fire Academy. It is a practical exam used to test a candidate's physical ability to perform a job task related to firefighting. CPAT is a physically demanding test that requires a candidate to use his or her physical, mental abilities and, in some cases, balance. The CPAT involves eight events that must be completed in 10 minutes 20 seconds. Information regarding the Candidate Physical Ability Test (CPAT) can be downloaded at <https://portal.ct.gov/CFPC/Candidate-Physical-Ability-Test> .

**\*The City reserves the right to require the CPAT certificate (or equivalent) at any phase of the testing process depending on the CPAT testing schedule as it relates to the City's recruitment schedule.**

**Written Examination:** Applicants who meet minimum requirements will be invited to take a written exam. The written examination tests one's ability to learn and perform the job of firefighting. It assesses the ability to read, comprehend and apply new information, reasoning ability, basic math, mechanical and spatial ability, and situational judgment. A passing score, as determined by the City, will be considered 50% of the final earned score for the entire examination process.

**Oral Examination:** Applicants passing the written test will be invited to participate in an oral panel examination. A passing score, as determined by the City, will be considered 50% of the final earned score for the entire examination process.

**Veteran's Points:** Five points will be added to the final passing score (maximum score = 100 points) to veterans who have completed a minimum of ninety days of active military service with an honorable discharge or a discharge under honorable conditions. Form DD214 Member-4 will be required to verify the right to receive veteran's credits. Failure to submit appropriate verification in the allotted timeframe to be determined by the City will result in forfeiture of Veteran's points.

**Residency Points:** Five points will be added to the final passing score (maximum score = 100 points) to those applicants domiciled in the City of Bristol as of the closing date for applications who have maintained residency throughout the testing process. The applicant bears the burden of proof of residency, which will be confirmed by the Human Resources Department. Failure to submit appropriate verification of residency as determined by the Human Resources Department, or failure to maintain residency throughout the testing process, will result in the forfeiture of residency points if awarded. Establishing residency after the closing date for applications **will not** result in points being awarded for residency.

**Eligibility List:** An eligibility list is established of all candidates who have passed the CPAT test, the written exam and the oral exam. That list is valid for two years or until it is exhausted, whichever comes first. However, the Human Resources Director may extend the list for a period of up to six months only for the purpose of establishing a new eligibility list.

**Background Investigation:** The Human Resources Department will conduct a thorough background investigation which may include checking employment, school, military and police records, personal references, and other sources as necessary.

**Board of Fire Commissioners:** The Board of Fire Commissioners is the hiring authority and may interview and make conditional offers of employment. Candidates shall be considered in rank order.

**Post-Offer:** A post-offer medical examination, including drug testing, will be required of those candidates who are offered positions with the Fire Department.

*This information is intended as a guide to the recruitment process and must not be taken as a complete description of the process.*

*The City of Bristol is an equal opportunity employer. We provide reasonable accommodation to qualified persons with disabilities in accordance with the Americans with Disabilities Act. If you need an accommodation, please contact the Human Resources Department at (860) 584-6175.*