

# City of Marshalltown, Iowa Firefighter Entrance Testing

Saturday, August 26, 2017



David Rierson – Fire Chief

[drierson@ci.marshalltown.ia.us](mailto:drierson@ci.marshalltown.ia.us)

Fire Station – 107 South 1<sup>st</sup> Avenue, Marshalltown, IA. 50158

Tel (614) 754-5751 Fax (641) 754-5722

Jill Petermeier – Human Resources Director

[jpetermeier@ci.marshalltown.is.us](mailto:jpetermeier@ci.marshalltown.is.us)

City Hall – 24 N. Center St., Marshalltown, IA. 50158

Tel (641-754-5704 Fax (641) 754-5704

## Civil Service Commission

Mary Stevens, Chair

Nancy Harris, Commissioner

Paul Peglow, Commissioner

Gregg Davison, Ex-officio, Human Rights Commission

## **Minimum Requirements**

To become a firefighter for the City of Marshalltown, all minimum hiring standards must be satisfied. A person must:

- Be a U.S. Citizen and a resident of Iowa, or intend to become a resident upon being employed;
- Be at least 18 years of age on, or as of August 26, 2017;
- As per Chapter 400 Section 17, Code of Iowa, the maximum age for a firefighter is sixty-five years of age;
- Hold a valid Iowa Drivers license at time of hire;
- Not be addicted to drugs or alcohol;
- Must be licensed as an Emergency Medical Technician (National Registry or State of Iowa) prior to job offer;
- Successfully pass the physical fitness/agility testing and written exam;
- Be a high school graduate or posses a GED certificate;
- Have uncorrected vision of not less than 20/100 in both eyes, corrected to 20/30 and color vision consistent with the occupational demands;
- Have normal hearing in each ear and;
- Be examined by a physician and meet the physical requirements necessary to fulfill the responsibilities of a firefighter including drug testing.
- Applicants must meet the requirements of Section 400.17, Code of Iowa, which appears in this brochure.

Veterans' preference points in accordance with Chapter 35 and 35C, Code of Iowa will be added to eligible candidates' written test scores.

Hiring preference may be given to those who do not currently use tobacco products.

Hiring preference may be given to Firefighter I and II certified individuals.

Hiring preference may be given to individuals with previous firefighting experience.

## **Notice of Civil Service Firefighter Entrance Testing**

The City of Marshalltown will conduct competitive entrance examinations for firefighters on August 26, 2017. Applications are available online at [www.ci.marshalltown.ia.us](http://www.ci.marshalltown.ia.us) or at City Hall, 24 North Center, Marshalltown, IA 50158 (641) 754-5704.

Completed applications and the \$15 non-refundable testing fee must be received by Friday, August 11, 2017 at Noon. to the City Human Resource Department. If submitting the application by email, the testing fee may be paid on the day of testing.

The testing process will consist of:

- A six-part physical fitness/agility test
- A written exam

- A panel interview
- A background investigation with criminal history check

### Physical Fitness/Agility Test

The occupation of Firefighter is a physically demanding profession. The Marshalltown Fire Department Physical Fitness/Agility Test is designed to assess a candidate's aerobic capacity, anaerobic power, muscular strength and endurance. These fitness areas are predictive factors to determine a person's ability to perform essential job functions. The test will consist of the following:

- **300 meter sprint**
  - *The purpose of this test is to measure the candidates anaerobic power*
- **1 minute maximum push-up (full body push-up)**
  - *The purpose of this test is to measure muscular endurance of the upper body*
- **1 minute maximum sit-ups**
  - *The purpose of this test is to measure abdominal muscle endurance*
- **1.5 mile run**
  - *The purpose of this test is to measure a candidates cardiorespiratory fitness*
- **Aerial ladder climb**
  - *The purpose of this test is to test the candidate for acrophobia*
- **Self-contained breathing apparatus (SCBA) exercise**
  - *The purpose of this test is to test the candidate for claustrophobia*

### Minimum Passing Physical Fitness Performance Requirements

<b>Males Age</b>	<b>20-29</b>	<b>30-39</b>	<b>40-49</b>	<b>50-59</b>	<b>60+</b>
300 Meter Run	0:59	0:59.8	1:12	1:23.2	Not Required
1 Minute Sit-up	38	35	29	24	19
1 Minute Push-up	29	24	18	13	10
1.5 Mile Run	12:38	13:04	13:49	15:03	16:46
<b>Females Age</b>	<b>20-29</b>	<b>30-39</b>	<b>40-49</b>	<b>50-59</b>	<b>60+</b>
300 Meter Run	1:11	1:19	1:34	Not Required	
1 Minute Sit-up	32	25	20	14	6
1 Minute Push-up	15	11	9	13*	8*
1.5 Mile Run	14:50	15:38	16:21	18:07	18:52

*\*Females 50 years of age and older may do push-ups on their knees.*

**Reference: The Cooper Institute**

**Ladder Climb:** While wearing a safety belt and safety line, the Candidate will climb an aerial ladder extended to a height of 50' and angle of 65 degrees. Candidate will complete the climb and remain at the top for 30 seconds. The candidate will be instructed after 30 seconds to descend the ladder. Candidates must complete the climb to pass.

**SCBA Exercise:** Given an SCBA and blacked out face piece, the candidate will don the equipment and breathe air while in a kneeling position for a period of one (1) minute. After one (1) minute the candidate will, while wearing the SCBA, crawl on hands and knees and follow a hoseline until they reach the end. Candidates must complete the exercise to pass.

The physical fitness/agility testing will be conducted Saturday, August 26, 2017 at Marshalltown Community College, located at 3700 S. Center Street, beginning at 8:00 am. Candidates are encouraged to arrive between 15 and 30 minutes early to stretch and warm-up prior to testing. Each part of the physical fitness/agility test must be passed to proceed to the next part of the test. Failure to pass any portion of the test will eliminate the candidate from further consideration. Candidates will be required to sign a release of liability waiver prior to participating.

Those candidates passing the physical fitness/agility testing will advance to the next step in the process, the written exam.

### **Written Exam**

The written exam contains questions that measure the candidates reasoning and interpretation skills, situational judgment, reading comprehension, basic math skills, map reading, mechanical aptitude, and vocabulary. Prior knowledge of firefighting is not necessary to answer the test questions. The candidate will be allotted two (2) hours to take the test. To continue in the process, a passing score of 70 is required.

The written test will be administered on Saturday, August 26, 2017 in the Marshalltown City Hall Council Chambers, 24 N. Center Street. The exam will begin promptly at 2:00 P.M. Candidates should plan to arrive 15 to 30 minutes prior and must present a photo I.D. as they enter the test site.

### **Panel Interview**

All candidates that pass the physical fitness/agility and written testing will be contacted and scheduled for an interview with a panel of Marshalltown Fire Department personnel and the City Human Resources Director. Candidates will be asked a series of situational based questions designed to evaluate a candidate's initiative, communication skills, level of responsibility, acceptance of criticism, conflict resolution skills, learning agility, willingness to compromise, and problem solving skills. Candidates should allow up to one (1) hour for the interview. The top 10 candidates will be placed on a Civil Service Hiring List.

## **Background Investigation**

When a job offer is made, candidates will be required to sign a release form that grants permission for the investigation. The background investigation will consist of reference checks, educational verification, and criminal history.

## **Work Schedule**

The Marshalltown Fire Department is divided into three (3) shifts, with each working a 24 hours on – 48 hours off schedule.

## **Salary**

Starting salary as of July 1, 2017 is \$47, 260.95.

## **Benefits**

Benefits include State of Iowa Police and Firefighter Retirement System, individual and family insurance and dental plans, life insurance, employee assistance program, flexible benefit plan, paid vacation and holidays, and sick leave accrual. Uniforms are provided.

## **Employees Under Civil Service – Qualifications**

Except as otherwise provided in section 400.7 (Preference by Service) a person shall not be appointed, promoted, or employed in any capacity, including a new classification, in the fire or police department, or any department which is governed by the civil service, until the person has passed a civil service examination as provided in this chapter, and has been certified to the city council as being eligible for the appointment. However, in an emergency in which the peace and order of the city is threatened by reason of fire, flood, storm, or mob violence, making additional protection of life and property necessary, the person having the appointing power may deputize additional persons, without examination, to act as peace officers until the emergency has passed. A person may be appointed to a position subject to successfully completing a civil service medical examination. A person shall not be appointed or employed in any capacity in the fire or police department if the person is unable to meet reasonable physical condition training requirements and reasonable level of experience requirements necessary for the performance of the position; if the person is a habitual criminal; if the person is addicted to narcotics or alcohol and has not been rehabilitated for a period of one year or more, or is not presently undergoing treatment; or if the person has attempted a deception or fraud in connection with a civil service examination.

Except as otherwise provided in this section and section 400.7, a person shall not be appointed or employed in any capacity in any department which is governed by civil service if the person is unable to meet reasonable physical condition training requirements and reasonable level of experience requirements necessary for the performance of the position; if the person is addicted to narcotics or alcohol and has not been rehabilitated for a period of one year or more, or is not presently undergoing treatment; or if the person has attempted a deception or fraud in connection with a civil service examination. Employees shall not be required to be a

resident of the city in which they are employed, but they shall become a resident of the state at the time such appointment or employment begins and shall remain a resident of the state during employment. Cities may set reasonable maximum distances outside of the corporate limits of the city that police officers, firefighters and other critical municipal employees may live. \*\*

A person shall not be appointed, promoted, discharged, or demoted to or from a civil service position or in any other way favored or discriminated against in that position because of political or religious opinions or affiliations, race, national origin, sex, or age. However, the maximum age for a police officer or firefighter covered by this chapter and employed for police duty or the duty of fighting fires is sixty-five years of age.

\* Fire Department personnel, except non-sworn civilian employees, shall live within a twenty minute driving time of the City limits of Marshalltown. Driving time shall mean driving under normal conditions and within speed limits, per Marshalltown City Council resolution 86-21.