Welcome to our Fire Service Written Test Catalog. We have a total of 11 Fire Service test / occupational titles. Additionally, we have EMT test supplements and alternate forms of many stock tests. Test titles are listed below, followed by complete test outlines.

Fire Service Written Tests

<table>
<thead>
<tr>
<th>Fire Operations Tests</th>
<th>Fire Prevention and Dispatcher Tests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entry Firefighter</td>
<td>Fire Prevention Officer</td>
</tr>
<tr>
<td>Skilled Firefighter</td>
<td>Fire Inspector</td>
</tr>
<tr>
<td>EMT-Basic &amp; Intermediate Test Supplement</td>
<td>Fire Dispatcher</td>
</tr>
<tr>
<td>EMT-Paramedic Test Supplement</td>
<td>911 Dispatcher</td>
</tr>
<tr>
<td>Driver Engineer</td>
<td>Emergency Communications Center Supervisor</td>
</tr>
<tr>
<td>Fire Captain</td>
<td>Supervising Public Safety Dispatcher</td>
</tr>
<tr>
<td>Fire Battalion Chief</td>
<td></td>
</tr>
</tbody>
</table>

Build-A-Test™ From our Fire Service Test Library or our Test Competencies List

From our extensive test item bank, we can Build-A-Test for specific job classifications. Agencies can select from the list of references and/or competencies at the end of this catalog. We can also write new questions to address specific competencies, knowledge or skills based on job analysis information.

We maintain and continually update a complete test item bank for the fire service, with all items referenced to current books and training materials.
Test Validity

Professional and regulatory guidelines for personnel selection examinations include the Uniform Guidelines on Employee Selection Procedures and the Principles for Validation and Use of Personnel Selection Procedures. These guidelines require that personnel selection exams be validated by what is known as criterion or content validation strategies. Criterion validation is a demonstration that scores on the test are correlated directly with job performance or training academy performance. Content validity focuses on the relationship between the content of the test and the content of the job. Further, validity (criterion and content) considers both exam administration and exam outcome factors.

Donnoe & Associates’ written test for Entry Firefighter (F-201) is designed to predict training academy performance. We have statistical criterion related validity evidence to support this test. Validity reports are available upon request.

Most of our exam products including Stock Written Tests, Build-A-Test and Custom Written Tests, as well as oral exams, performance exams and assessment centers involve measurement of job knowledge or ability. These types of tests are best supported by content validity. For these tests we work closely with you, our client, to ensure that the content of the test is based on the job (job analysis, consultation on test assembly, and exam review by your subject matter experts). We provide test administration guidance including proctoring directions, and we offer scoring services as well as consultation on test score interpretation and passing scores, all at no additional fee. These steps, ensure that the examinations provided to your agency are valid and will be administered in a fair and consistent manner.

It is also important to note that a valid exam plan will go beyond a written test, and will normally include other elements, such as an oral exam, a performance test or an assessment center. This also includes not placing too much emphasis (exam weights) on measurement of abilities and knowledge through a written test; here we typically recommend that a written test be weighted less than half of the overall exam plan. We would be pleased to assist your agency with exam planning or to provide consultation on how to best use our tests.
Entry Firefighter F-201

We have three alternate forms for the Entry Firefighter test: F-201-A, F-201-B, and F-201-C. These three test forms are based on a common test item bank. This test is designed to predict candidate success in a fire training academy. For agencies who are recruiting candidates who already possess a Firefighter I certification, please see our Skilled Firefighter test (F-223). The Entry Firefighter test outline is shown below. F-224 and F-225 EMT Supplements can be added to this test at no additional charge (see the next page for outlines of the EMT Supplements).

### Entry Firefighter

<table>
<thead>
<tr>
<th>Items</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>25</td>
<td>Reading Comprehension</td>
</tr>
<tr>
<td>25</td>
<td>Math Ability</td>
</tr>
<tr>
<td>25</td>
<td>Teamwork and Customer Service</td>
</tr>
<tr>
<td>15</td>
<td>Mechanical Aptitude</td>
</tr>
<tr>
<td>10</td>
<td>Map Reading</td>
</tr>
</tbody>
</table>

The time limit for this test is 1 hour and 40 minutes. There is no pre-test study guide. Test administration is very straightforward, and does not include assessment of candidate’s listening skills (i.e., the proctor does not have read-aloud components).

This test is designed to assist agencies to select candidates for entry to a fire academy. For those agencies that require candidates to possess a Firefighter I certificate before testing, see our Skilled Firefighter tests (F-221 and F-222).

Validity evidence for Donnoe & Associates, Inc.’s Entry Firefighter written test includes content and criterion evidence. This test was initially designed around a content validity strategy. Test construction was guided by the results of a task-oriented job analysis in one large agency, and confirmed in later multiple job analysis studies with other large agencies. Next, the test was administered to a sample of greater than 200 incumbent Firefighters, supervisory performance ratings were collected, and the test was correlated with job performance. This is referred to as criterion validity, using a concurrent sample. The observed uncorrected validity coefficients from this study include: (1) correlation between this test and supervisory ratings of overall individual Firefighter’s job performance = .2262 (p<.001); and (2) correlation between this test and supervisory ratings of individual Firefighter’s overall ability = .3074 (p<.001).

As most agencies are aware, there is a tendency for candidates to “agency hop” and take entry firefighter exams whenever they are offered. Because of this we have developed alternate forms of this test, and we closely monitor where this test is used, then avoid having neighboring agencies use the same version of the test. This assists in maintaining exam security, and reducing the possibility that an individual candidate would be advantaged, or disadvantaged by the process.
Skilled Firefighter test is designed to assist agencies to select candidates who already possess a Firefighter I certification. Either an EMT-Basic or EMT-Paramedic Test Supplement can be added as part of this stock test. For agencies that will send candidates to a complete fire academy, see our Entry Firefighter test (F-201).

Skilled Firefighter
Form F-223

<table>
<thead>
<tr>
<th>Items</th>
<th>Description</th>
</tr>
</thead>
</table>

100 test items; time limit of 2 hours

Note: These EMT Supplements can also be added to any other stock fire test, including Entry Firefighter, at no additional charge.

EMT-Basic Supplement
Form F-224

<table>
<thead>
<tr>
<th>Items</th>
<th>Description</th>
</tr>
</thead>
</table>

30 test items; additional time limit of 30 minutes

EMT-Paramedic Supplement
Form F-225

<table>
<thead>
<tr>
<th>Items</th>
<th>Description</th>
</tr>
</thead>
</table>

50 test items; additional time limit of 1 hour
The **Driver Engineer** test is designed around NFPA 1002 specifications. The hydraulics problems in this test are based on IFSTA. It is recommended that candidates do not use calculators for this test.

<table>
<thead>
<tr>
<th>Items</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 test items; time limit of 2 hours and 20 minutes</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Items</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 test items; time limit of 2 hours and 20 minutes</td>
<td></td>
</tr>
</tbody>
</table>

**Driver Engineer CA DMV Supplement**

<table>
<thead>
<tr>
<th>Items</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 test items; additional time limit of 20 minutes</td>
<td></td>
</tr>
</tbody>
</table>
The **Fire Officer** test is designed around NFPA 1021 specifications.

### Fire Captain (Fire Officer I / II) F-361 F-362

<table>
<thead>
<tr>
<th>Items</th>
<th>Description</th>
<th>Items</th>
<th>Description</th>
</tr>
</thead>
</table>

100 test items; time limit of 2 hours

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Telephone (916) 928-4911 Toll Free (877) 22-EXAMS  
[www.donnoe.com](http://www.donnoe.com)  
exams@donnoe.com
The **Fire Officer** test is designed around NFPA 1021 specifications.

### Battalion Chief F-371

<table>
<thead>
<tr>
<th>Title</th>
<th>Author(s) and Publisher</th>
<th>Edition</th>
</tr>
</thead>
</table>

- 100 test items; time limit of 2 hours

### Battalion Chief F-372

<table>
<thead>
<tr>
<th>Title</th>
<th>Author(s) and Publisher</th>
<th>Edition</th>
</tr>
</thead>
</table>

- 100 test items; time limit of 2 hours
Our Fire Prevention series includes an entry level written test (*Fire Prevention Officer*, F-215) and a skilled or journey level written test (*Fire Inspector*, F-245). The Fire Prevention Officer test should be used when full training will be provided after hiring the candidate; validity of the Fire Inspector test is based on knowledge of fire behavior, fire inspection, building construction and code enforcement prior to entry to the job. Test outlines are shown below.

<table>
<thead>
<tr>
<th>Fire Prevention Officer</th>
<th>Fire Inspector</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>F-215</strong></td>
<td><strong>F-245</strong></td>
</tr>
<tr>
<td>Items</td>
<td>Description</td>
</tr>
</tbody>
</table>
We have a total of 4 Dispatcher test titles, including Fire Dispatcher, 911 Dispatcher, Emergency Communications Center Supervisor, and Supervising Public Safety Dispatcher. Outlines are shown below.

<table>
<thead>
<tr>
<th>Fire Dispatcher</th>
<th>911 Dispatcher</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Form F-214</strong></td>
<td><strong>Form D-212</strong></td>
</tr>
<tr>
<td>Test Booklet 1 – Time limit: 1 hour 30 minutes</td>
<td>100 items; 2 hour time limit</td>
</tr>
<tr>
<td>Items</td>
<td>Description</td>
</tr>
<tr>
<td>20</td>
<td>Reasoning and Problem Solving</td>
</tr>
<tr>
<td>10</td>
<td>Public Contact and Telephone Communication Skills</td>
</tr>
<tr>
<td>20</td>
<td>Name &amp; Number Matching</td>
</tr>
<tr>
<td>20</td>
<td>Deductive and Inductive Reasoning</td>
</tr>
<tr>
<td>10</td>
<td>Map Reading and Interpretation</td>
</tr>
<tr>
<td>Test Booklet 2 – Time limit: 7 minutes</td>
<td></td>
</tr>
<tr>
<td>Items</td>
<td>Description</td>
</tr>
<tr>
<td>40</td>
<td>Reactive Learning Test</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Emergency Communications Center Supervisor</th>
<th>Supervising Public Safety Dispatcher</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Form D-261</strong></td>
<td><strong>Form D-262</strong></td>
</tr>
<tr>
<td>Test Booklet 1 – Time limit: 1 hour 30 minutes</td>
<td>100 items; 2 hour time limit</td>
</tr>
<tr>
<td>Items</td>
<td>Description</td>
</tr>
<tr>
<td>50</td>
<td>Principles of Management and Supervision</td>
</tr>
<tr>
<td>10</td>
<td>Work Scheduling</td>
</tr>
<tr>
<td>20</td>
<td>Office Math and Basic Budgeting</td>
</tr>
<tr>
<td>20</td>
<td>Office Systems</td>
</tr>
</tbody>
</table>
Build-A-Test ® based on
Donnoe & Associates’ Fire Service Test Library and our Competencies Test Library

From our extensive test item bank, we can Build-A-TestSM for specific job classifications or to match agency reading lists for a recruitment. Select from the references shown below or from the list of competencies that follows these references. Additionally, we will develop at no additional fee to the agency, new questions from general references that are of value to us, and our other clients. These new questions can then be assembled into a test together with selected materials from our test item bank.

As new publications become available we cross reference existing items to the new reference, and/or retire existing items, then construct a new test pool. We have found that the Firefighter’s Bookstore (http://www.firebooks.com/) is an excellent source for current publications.

Our current test item bank / library includes the following:

ITEM BANK BASED ON FIRE SERVICE REFERENCES
Description of Test Content / Reference

California Commercial Driver Handbook
California Fire Code. (2001)
California Standardized Emergency Management System (SEMS) Field Course, (Modules 1-11)
Fire Department Safety Officer. IFSTA, 1st Edition (2001)
Fire Service First Responder. Brady / IFSTA,(2000)
Fire Service Loss Control, IFSTA, 1st Edition (1999)


International Fire Code (2009)


Managing Fire and Rescue Services. ICMA (2002)


NFPA 1500 Standard on Fire Department Occupational Safety and Health Program. (2002)


ITEM BANK BASED ON MANAGEMENT AND SUPERVISION REFERENCES

Description of Test Content / Reference


This document is available for download at no charge by going to:


ITEM BANK BASED ON MANAGEMENT AND SUPERVISION REFERENCES

Description of Test Content / Reference


Test Content / Competency Areas

APITUDE / ABILITY TEST ITEM SEGMENTS

Description of Test Content / Competency Measured by Test Segment

Interpersonal Skills and Workplace Communication
- Interpersonal Skills – Communication in the Workplace
- Interpersonal Skills – Customer Service
- Interpersonal Skills – Diversity in the Workplace
- Interpersonal Skills – Public Contact and Communication
- Interpersonal Skills – Teamwork

Language Skills and Reading Comprehension
- Language Skills – Editing for Errors
- Language Skills – Grammar
- Language Skills – Punctuation
- Language Skills – Sentence Ordering
- Language Skills – Spelling, General
- Language Skills – Spelling, Legal
- Language Skills – Vocabulary
- Language Skills – Vocabulary, Legal
- Reading Comprehension – General
- Reading Comprehension – Maintenance and Trades
- Reading Comprehension – Public Safety

Leadership and Supervision
- Leadership and Supervision
- Progressive Discipline
- Project Management
- Supervisory Communication
- Training
<table>
<thead>
<tr>
<th>APTITUDE / ABILITY TEST ITEM SEGMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description of Test Content / Competency Measured by Test Segment</td>
</tr>
</tbody>
</table>

- **Work Scheduling**
- **Math Skills and Numerical Problem Solving**
  - Analyst and Management Math Skills
  - Firefighter Math
  - General Office and Business Math
  - Police and Corrections Math
  - Statistics

- **Mechanical and Trades**
  - Automotive Mechanics
  - Building Maintenance and Custodial Practices
  - Code Checking
  - Mechanical Maintenance
  - Parks and Grounds Maintenance
  - Roads Maintenance
  - Safety Practices and Personal Protective Equipment
  - Tool Use and Tool Identification

- **Problem Solving**
  - Bus Scheduling
  - Deductive and Inductive Reasoning
  - Determining Eligibility for Services
  - Event Planning
  - Entry Peace Officer
  - Fire Dispatcher
  - Inventory Control
  - Map Reading
  - Mechanical Aptitude
  - Military Time Conversion
  - Police Dispatcher
  - Policy Analysis
  - Reactive Learning

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### APTITUDE / ABILITY TEST ITEM SEGMENTS

**Description of Test Content / Competency Measured by Test Segment**

- Bookkeeping Accounting and Financial Management, Principles of
- Dewey Decimal System, Classification of Library Materials with the
- Office Systems – Filing
- Interview Techniques
- Office Systems – MS Excel Spreadsheet Skills / MS Word Skills
- Office Systems – Name and Number Matching
- Organizational Behavior and Development
- Personnel Policy Interpretation / Personnel Management Knowledge
- Principles of Safe Operation of a Commercial Motor Vehicle

**Miscellaneous Item Banks, Not Otherwise Categorized as Above**

- Institutional Food Preparation, Cooking, Sanitation, and Safety
- Principles of Chemistry and Laboratory Methods