

**TOWN OF NARRAGANSETT – FIRE DEPARTMENT**  
**APPLICATION FOR ELIGIBILITY LIST**  
**FIREFIGHTER RECRUITMENT**

The Town of Narragansett is currently accepting applications for the establishment of an eligibility list for the position of Firefighter. Applicants must undergo a screening process, including written examination, oral interview, physical performance testing, psychological and drug screening prior to appointment. All persons who have previously applied are encouraged to re-apply. For more specifics on the hiring process visit [FirefighterApp.com](http://FirefighterApp.com) or the Narragansett town website.

**Qualifications:**

- High School Diploma or GED Equivalent
- Minimum age 18, Maximum age 30 (cannot have reached 31st birthday prior to appointment).
- Valid Driver's License
- Valid RIAFC Entry Level Firefighter Written Exam by application deadline
- Valid RIAFC PPA certificate at the time of employment
- Valid RI Advanced EMT-Cardiac license prior to official appointment

**Applications must be submitted through [FirefighterApp.com](http://FirefighterApp.com).**

**The application deadline is Thursday, November 30<sup>th</sup> 2023**

Telephone inquiry: 401-789-1000 / On-site inquiry: Narragansett Fire Department Headquarters

40 Caswell Street Narragansett, RI 02882 between 8:30 am - 3:30 pm Monday-Friday

Website: <http://www.narragansettri.gov/>

**NARRAGANSETT FIRE/RESCUE DEPARTMENT**  
**NARRAGANSETT, RI**

## FIREFIGHTER APPLICATION INSTRUCTIONS

1. **Read the entire application completely**
2. Answer all the questions contained within the application form obtained on FirefighterApp.com
3. Do not submit an incomplete application
4. Documents must be uploaded to the FirefighterApp.com site. If assistance is required - copies may be submitted in person at Fire Dept. Headquarters – 40 Caswell St. Narragansett, RI between 8:30 am - 3:30 pm Monday-Friday
5. Upload and/or Submit a photocopy of the following documents with your completed application:
  - a. Birth Certificate or Naturalization Papers
  - b. Motor Vehicle Operator's License
  - c. High School Diploma or G.E.D.
  - d. Rhode Island EMT license - The applicant must possess at minimum a current level EMT license or be currently enrolled in RIDOH approved EMT course (letter from Instructor-Coordinator required) or proof of course completion to apply.
  - e. Rhode Island Association of Fire Chiefs (RI AFC) PPA Test- Current valid certificate issued by the RI AFC (without exception). The applicant must be listed with the RI AFC as having passed the Physical Performance Assessment test (PPA) within the last year.
  - f. Rhode Island Association of Fire Chiefs (RI AFC) Firefighter Entry Level Written Examination score – The applicant must submit a valid entry-level firefighter candidate written test and must be listed with the RI AFC as having passed with a score of 70% or better.  
**Note:** <http://www.rifirechiefs.com/ppa-info/> for information and registration regarding the PPA and Written tests.
  - g. Minimum age 18, Maximum age 30 (cannot have reached your 31st birthday prior to appointment).
  - h. If you fail to provide these items at the time you submit your application, we will not be able to process your application.

The Narragansett Fire Department (NFD) is seeking qualified individuals to participate in a competitive examination for the establishment of an eligibility (hiring) list for Firefighter.

**The following requirements must be met prior to the application filing period:**

- Age Requirement: Minimum eighteen (18) years of age and have not reached thirty-one (31) years of age prior to appointment.
- Education Requirement: At the time of filing you must possess a four (4) year high school diploma or an equivalent General Education Diploma (GED).
- English Language Requirement: Applicants must be able to understand and be understood in English.
- United States Citizenship: Applicant must be a United States citizen and provide proof of citizenship.
- Rhode Island Association of Fire Chiefs (RIAFC) PPA and Written test certificates. Applicant must be listed with the RIAFC as having passed the Physical Performance Assessment (PPA) test and Entry Level Firefighter Written Exam – 70% or better

**Application Forms and Filing Requirements**

At the time of filing, you must include copies of any required licenses or documents with your application:

1. Proof of birth by transcript records, or other satisfactory, verifiable evidence.
2. Proof of military service (Form No. DD214) and similar documents are required.
3. High school diploma or GED equivalent.
4. Current, valid motor vehicle license with photo.
5. Emergency Medical Technician (EMT) licensure: EMT, Advanced EMT-Cardiac or Paramedic. Applicant must provide current level of EMT licensure or proof of EMT enrollment letter from RI EMS Instructor-Coordinator with course approval number.

Completed applications will be accepted until deadline – **Thursday, November 30<sup>th</sup> 2020**

Incomplete applications will not be accepted. No applications will be accepted after the deadline.

All correspondence from the Narragansett Fire Department to the applicant will be via email through the FirefighterApp.com site and applicant's listed telephone contact. ***It is the applicant's responsibility to notify the Narragansett Fire Department or Department of Human Resources of any changes to their contact information listed throughout the application, testing and hiring processes.***

#### **Testing Descriptions:**

- RIAFC Physical Performance Assessment Test (PPA) score- Pass/Fail; The PPA will consist of a series of events designed to test the applicant's capacity to perform the physical aspects of a firefighter's job. <http://www.rifirechiefs.com/ppa-info/>
- Written Exam- Minimum passing score is 70 (Weight is 60% of total score) -The written test is a multiple choice type and is designed to test the applicant's ability to learn and perform the work of a firefighter.
- Interviewing Oral Board (Weight is 30% of total score).
- Swim Test - Swim three hundred feet (300') non- stop - Pass/Fail.
- Additional earned credit criteria: [10 points maximum] – (Weight 10%)
  - Resident of town (minimum of 2 years) – **2pts**
  - Previous full-time career or volunteer experience as a Firefighter and/or EMT (minimum 2 years along with a letter of good standing from an active Fire Chief and/or Agency Director) – **2pts**
  - Active military or Veteran (minimum of 2 consecutive years of honorable active duty) – **2pts**
  - Rhode Island EMT-Paramedic license – **2pts**
  - Minimum 60 credit hours – College/University level courses – **2pts**

All applicants must pass each testing phase to be placed on the Firefighter eligibility list. All applicants involved within the Narragansett Fire Department testing process will be notified via email through the FirefighterApp.com site of test dates, locations, times and scores. The Eligibility List prepared shall remain in effect for a minimum of one (1) year and a maximum of two (2) years from the date it is established unless extended by the Town Manager.

## **Fire Department Employment Requirements**

### Written Test Requirements:

- Eighteen (18) years of age
- Must be a US citizen
- Must have no felony convictions
- High School Graduate or RI Education Department equivalency
- Valid motor vehicle driver's license

### Oral Interview Requirements/Pre-Conditional Employment Offer:

- Possess and present a Firefighter Entry Level Exam Certification with a score of 70% or higher from the Rhode Island Association of Fire Chiefs
- Possess and present a valid RI Physical Performance Assessment Certificate issued by the RI Association of Fire Chiefs
- Possess and present at minimum a RI Advanced EMT-Cardiac license; or be currently enrolled or eligible for enrollment in an approved RI Department of Health-Center for EMS Advanced EMT-Cardiac course

### Post-Conditional Employment Offer:

- Successfully pass the following:
  - 1) Occupational Health Physical Examination
  - 2) Occupational Health Psychological Assessment
  - 3) Criminal Background Check
  - 4) Drug and Alcohol Screening
  - 5) National background check (fingerprinting)
- Complete and agree to the terms and conditions of a Recruit Letter of Understanding to include the following but not limited to:
  - 1) Candidates shall successfully complete and pass all Rhode Island Fire Academy administered quality job performance testing, Firefighters Level I and II NFPA 1001 Pro-Board Accreditation, Haz Mat Operations Level, Emergency Vehicle Operations Level testing and all other requirements set forth in the Rhode Island Fire Academy Class to which enrolled regardless of previously held certifications prior to entering the Rhode Island Fire Academy.
  - 2) Candidates shall successfully complete all in-services, field training and certification classes conducted by the Narragansett Fire Department Training Division after successfully completing the requirements set forth by the Rhode Island Fire Academy.
  - 3) Candidates shall be in possession of, at a minimum, a Rhode Island Advanced EMT-Cardiac license within one year from date of appointment and maintain said licensure for the terms as outlined within Local-1589 CBA.
- Proof of good character and satisfactory background will be an absolute prerequisite to appointment. Applicant must submit recent (within 90-days of appointment) FULL Bureau of Criminal Investigation (BCI) report with National fingerprinting background.

- Driving Record: Submission of a certified copy of Drivers' Record (obtained within 90 days prior to appointment) from Operator Control Office – Registry of Motor Vehicles of the State in which candidate resides.

Work Schedules:

Firefighters typically work long and varied hours. Typical shifts include: 24 hours on, 48 hours off, 24 hours on, 4 days off. Depending on the situation, some firefighters work for extended periods before having time-off.

