



Village of St. Bernard Civil Service Commission

NOTICE OF COMPETITIVE EXAMINATION TO ESTABLISH AN ELIGIBILITY LIST FOR DUTY WITH THE ST. BERNARD SAFETY DEPARTMENT AS A FIREFIGHTER

Examination will consist of three parts: Written Exam (through National Testing Network, Inc.), Assessment Exam, and Oral Interview.

The Civil Service Commission will be conducting the written portion of the Firefighter entrance exam through the National Testing Network, Inc. (NTN) in order to establish an eligibility list for vacant positions available at this time.

All candidates must register on the National Testing Network and take the FireTEAM exam (www.nationaltestingnetwork.com), **complete the Personal History Questionnaire** (PHQ), which is accessed through your NTN candidate account, and submit all required documentation by July 25, 2025, at 5:00pm.

All requirements are outlined on job posting: www.nationaltestingnetwork.com

Anyone 18 years of age may apply to take the examination. No one shall be eligible to receive an appointment prior to their eighteenth (18th) birthday or past their forty-first (41st) birthday, unless they were originally appointed to a different department prior their forty-first (41st) birthday.

Physical Agility Test will be conducted by the St. Bernard Fire Department. Qualifying candidates will be contacted with date and location once determined.

Additional Exam Information:

- Following the FireTEAM exam, the Civil Service Commission will select up to 15 candidates receiving a passing score. The top 5 Lateral Entry candidates will automatically advance in the process. The list will then be filled with the remaining top scoring candidates. To be eligible for Lateral Entry the candidate must meet the following criteria: Firefighter II, Paramedic and 2 years full-time experience with a municipal fire department, with no disciplinary action resulting in suspension or loss of pay within the last 12 months.
- The written exam will be worth 35% of the final grade. The assessment exam will be worth 35% of the final grade and the oral interview will be worth the remaining 30% of the final grade.
- The assessment exam will consist of 5 questions/scenarios and will be graded by three officers from the St. Bernard Fire Department.
- The oral interview will be conducted by a panel of six members and will consist of ten questions.

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FINAL EXAM SCORE CREDITS FOR MILITARY SERVICE AND ADVANCED TRAINING:

A candidate may receive additional credit provided the candidate has received a passing grade and meets the following requirements:

- a. Served in the military for at least one day on active duty. Veterans must submit all documents verifying their status. Upon presentation of a certificate of service or honorable discharge, a veteran shall receive additional credit of twenty percent (20%) of the total grade earned in the examination.
- b. Advanced Training Credits. Candidates may receive advanced training credits on an entry level examination for the classified service, in accordance with Ohio Law, provided the candidate has received a passing grade on the examination and:
 - (a) For Fire Department, provided the candidate provides documentation confirming he or she has been certified by the State of Ohio as a State of Ohio certified Firefighter and/or State of Ohio certified EMT. Upon presentation of documentation from the State of Ohio, the candidate will receive the following credits:
 - State of Ohio Certified Firefighter I – 5%
 - State of Ohio Certified Firefighter II – 10%
 - State of Ohio Certified EMT- B – 5%
 - State of Ohio Certified EMT-P – 10%
- c. The maximum amount of additional credits that can be added to any candidate's score, including all possible credits for Veteran's preference and advanced training credits, is 20%.