

Madison Fire Department Apparatus Engineer Promotional Process

Employees of the Madison Fire Department who have at least 5 years of experience at the time of the application process are eligible to compete for the Apparatus Engineer Promotional Process. The selection process, as administered by the City Human Resources Department, will consist of Written, Driving, and Operations performance components. Each exam will have a passing score of 70%. Candidates must pass each testing component to participate in the next component. Before the written examination, the Fire Chief announces to the department the number of positions open for Apparatus Engineers. The entire Apparatus Engineer promotional process is as follows:

Step 1: Application reviewed by the City of Madison Human Resources Department with input the Assistant Chief of Personnel.

Step 2: Written Examination

A 100-question written examination is developed by a 3rd party vendor with direction and input from the Assistant Chief of Operations, Assistant Chief of Personnel, and Division Chief overseeing the hiring and promotional process. The examination is based from written material such as: Firefighting Strategies and Tactics books, International Fire Service Training Association manuals, MFD Standard Operating Guidelines and Policy and Procedures, City of Madison Administrative Procedure Memoranda (APMs), Study Guides including streets and territories, MFD pump chart, Over the Road Driving Manuals and other fire service materials. The Written Examination is 1/3 of the final composite score.

Step 3: Over the Road (Driving) Examination

The course consists of an "Over the Road" examination developed by Madison Metro, Streets Division, and MFD personnel. The Over the Road exam consists of three separate driving evolutions, each of which is a weighted score. Candidates are required to follow the course, as per instructions from the monitor in the cab. Deviation from the course (e.g., hitting cones or not following directions) results in the loss of points. The exam is not a timed course; however, the vehicle travels the speed limit (or with the flow of traffic) during the "Over the Road" portion and the vehicle continues to move during the traffic cone evolutions. The exam is administered with one of the Pierce Quantum 105-ft. aerials. The Over the Road Examination is 1/3 of the final composite score.

Step 4: Operations Examination

In the Operations exam, candidates are required to demonstrate efficiency in performing several ladder evolutions and pumping problems. Each component of the Operations exam is timed. There are two parts to the Operations Exam: Aerial and Pumping (Engine). The Aerial Ladder Operations Test is designed to evaluate a candidate's ability to operate aerial ladder apparatus through various operations such as implementing rescue and water tower operations. The Engine Operations test is designed to evaluate a candidate's ability to operate pumping apparatus.

The Engine Operations Test and Aerial Operations Test is 1/3 of the candidate's overall score. Candidates must achieve a score of 70% or higher on each of the Ladder Operations and Engine Operations Test to move on in the promotional process.

Lastly, following the examination, the Human Resources Department tabulates the scores and gives the results to the Fire Chief. The successful candidates are recommended for promotion to the Police and Fire Commission. The eligibility list is established and the promotions then occur based on seniority. The list is active until exhausted.