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CITY OF MARTINSBURG  
WEST VIRGINIA

[www.cityofmartinsburg.org](http://www.cityofmartinsburg.org)

## MEMORANDUM

Date: October 15, 2020  
To: Firefighter/EMT Basic Applicants  
From: Gena Long, City Recorder/ Fire Civil Service Commission Secretary  
RE: Competitive Written Examination and physical agility test

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The Martinsburg Fire Civil Service Commission has scheduled the physical agility test, written examination and oral interviews for the position of Firefighter/EMT-Basic with the Martinsburg Fire Department as follows:

### **Physical Agility Test**

The physical agility test has been scheduled for Saturday, **December 5, 2020** beginning at 8:00 a.m. Applicants are to report to the Cobourn Field track located directly behind Martinsburg High School at 701 S. Queen Street, Martinsburg no earlier than 7:30 AM. Applicants are required to show administrators photo identification prior to participating in the physical agility test. Applicants will be required to sign a release, a copy of which is included in this packet. Applicants are also required to obtain a Physician's Certification of Fitness, on the provided form. Applicants who successfully complete the 1 ½ mile run in fourteen (14) minutes or less will be instructed where to report for the remainder of the physical agility test. Please plan to provide your own transportation between testing points. Included in this packet is a description of the remainder of the physical agility test.

**All applicants MUST test on the date above; there will be NO make-up test or rain date. The weather should be temperate, but be prepared for high or low seasonal temperatures.**

### **Competitive Written Examination**

The entry level Firefighter/EMT-Basic examination will take place preceding the physical on Friday, December 4, 2020 beginning at 6:00 PM. Applicants are to report to the Martinsburg Fire Station Training Room, 200 N. Raleigh Street Martinsburg WV. Once again, be sure to bring photo ID, preferably a driver's license, to the test site. You may begin arriving ½ hour prior to the testing time.

**THERE WILL BE NO MAKE-UP EXAMINATION**

### **Oral Interview**

Oral interviews will be conducted upon successful completion of the written exam.

**THERE WILL BE NO MAKE-UP INTERVIEWS**

If you have any questions, please feel free to contact me at 304-264-2131 ext. 273 or by email at [glong@cityofmartinsburg.org](mailto:glong@cityofmartinsburg.org). (Email preferred).

## Physician's Certification of Fitness to Perform Ability Test for Firefighter/EMT Position with the City of Martinsburg, West Virginia

All candidates for hire within the City of Martinsburg Fire Department must pass the following elements. In order to be admitted to the physical ability portion of the competitive exam, each candidate must present this Physician's Certification, signed no more than sixty (60) days prior to the exam by a qualified physician. This signature signifies that, at the time of doctor's examination, the candidate was found to be fit and could perform the following elements safely. [\\*Instructions to physician---Please print the name of candidate, candidate's birth date and date of exam. Then please indicate, by checkmark and signature, whether the candidate can or cannot perform the required elements safely.\\*](#)

- 1.5 mile run in under fourteen (14) minutes;
- Claustrophobia Test using an active self-contained breathing apparatus (SCBA)
- Ladder Climb
- The following course activities in five (5) minutes and thirty (30) seconds: hose drag, simulated chopping, stair climb with load, equipment carry, dummy drag.

\_\_\_\_\_  
Candidate's name

\_\_\_\_\_  
Birthdate

\_\_\_\_\_  
Date of Exam—**MUST**  
**be within 60 days of test date**

I have reviewed the above elements of the physical ability test and find that, based upon my knowledge of the medical condition of the candidate, there is no medical basis to indicate that the candidate cannot safely perform the elements of the test.

\_\_\_\_\_  
Physician's signature

I have reviewed the above elements of the physical ability test and find the above named candidate CAN NOT perform the elements of the test safely.

\_\_\_\_\_  
Physician's signature

**\*\*\*Important\*\*\*** Please ensure the form is completely and accurately filled out. An incomplete form will be considered an indication that the candidate cannot safely participate in the physical portion of the examination and said candidate will be disqualified. The City of Martinsburg will assume no responsibility for the cost of this physical examination; the candidate is 100% responsible for the cost.

**Physical Agility Test**  
**Fire Civil Service Commission**

**City Of Martinsburg**  
**West Virginia**

**Martinsburg Fire Department**

**Adopted By City Council On: March 27, 2007**

**Amended by City Council on: December 14, 2017 (Ordinance 2017-16)**

**Firefighter/EMT-Basic And  
Firefighter/EMT-Paramedic  
Firefighter/EMSA-Intermediate**

**Physical Agility Test**

The testing of candidates for the position of probationary Firefighter/EMT-Basic, Firefighter/EMSA-Intermediate and Firefighter/EMT-Paramedic for the City of Martinsburg is a difficult task. This test has been designed to evaluate the applicant's talents and acquired talents, ability and capacity for performing the functions required to be a Martinsburg Fire Department member. Testing stations have been specifically planned to evaluate the candidate's ability to perform tasks which have been identified on basis of both importance and frequency and are considered to be critical to the profession.

Applicants are required to perform at extraordinary levels both physically and mentally. Due to the high levels of physical stressors present in modern day fire fighting, it has become necessary to evaluate the physical abilities of all those that have applied. It is the endeavor of the Fire Civil Service Commission and the City of Martinsburg to ensure all candidates are evaluated using a job applicable agility testing system.

All candidates will be evaluated at testing stations that will simulate the physical challenges that could be encountered by the candidates if they were assigned as a probationary firefighter/EMT.

Prior to taking part in the Physical Agility Test, applicants must furnish a "Physician's Certification of Fitness to Perform Ability Test for Firefighter/EMT Position with the City of Martinsburg, WV", which has been signed and notated by a physician that there is no medical basis to indicate that the candidate cannot safely perform all elements of the exam.

**Martinsburg Fire Department  
Physical Agility Test  
Release of Liability and Hold-Harmless Agreement**

I, \_\_\_\_\_, am over the age of eighteen (18) years, am able to read, write and understand the English language, have been provided the opportunity to seek review of this legal document by a licensed attorney (at my own expense), understand that my execution of this document forfeits various legal rights to which I might otherwise be entitled, have read and understood this document and agree to the conditions set forth in this document, as evidenced by my signature below, said signature being freely and voluntarily provided.

I understand that the physical agility test which I am required to perform is a demanding exercise which requires a certain level of physical fitness to accomplish safely. I understand that the risk to my physical health and welfare is substantially increased if I have a medical history of heart trouble, heart or chest pain, dizzy spells or fainting spells, high blood pressure, arthritis or other bone or joint abnormality, or other medical conditions.

I understand that at some points I will be asked to use an active positive pressure Self-Contained Breathing Apparatus (SCBA). I understand that this personal protective device may cause psychological and physiological stress, including but not limited to affecting respiration rate, pulse, blood pressure and can be of increased risk to those with respiratory or heart conditions.

My execution of this document evidences my understanding of the risks associated with the physical agility test, my willingness to personally assume said risks, and release and hold-harmless the City of Martinsburg, Martinsburg Fire Department, and the Civil Service Commission from any and all administrative or civil liability resulting from any illness, injury, or other harmful outcome of my participation in the physical agility test.

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness's Signature

\_\_\_\_\_  
Date

## **Martinsburg Fire Department Physical Agility Test**

### **Requirements:**

1. Loose fitting clothing and non-slip shoes (tennis shoes or boots) are recommended.
2. All candidates will be given a scheduled time to arrive at the test site. Candidates that arrive early will be sequestered in an area away from the test site. Those that arrive late will not be allowed to test.
3. All candidates are required to test at each of the agility testing stations. All candidates will start and finish the agility course in the same order.
4. Conversations between post-test candidates and pre-test candidates will be discouraged for obvious reasons.
5. Candidates will be introduced to the testing stations prior to the start of actual testing. Monitors will demonstrate the skill to be performed at each of the stations to all test groups.
6. No candidates will ask or expect to have answered any questions that concern the testing that cannot be heard by all those in the test group. Strict attention is required while instructions are being given. Instructions and demonstrations will only be given once to each test group.
7. Any candidate that attempts to complete a station using techniques other than those described or demonstrated by the monitors, will be stopped and required to start that station over after receiving corrective instructions. If the candidate does not or cannot complete the station successfully after two attempts, they will fail that station. Several stations will have a time limit. It is recommended not to complete each station below the minimum time. If any candidate goes over the maximum time limit, they will fail the station.
8. If any candidate fails any station, whether exceeding the allotted time or cannot correctly perform the task, the candidate will fail the agility test and will not be eligible for further testing.
9. Necessary equipment will be provided by the Martinsburg Fire Department.

# Martinsburg Fire Department Physical Agility Test Stations

## **One And One-Half Mile Run**

Ability to run one and one-half miles under fourteen (14) minutes. (Arrive one hour prior to run to sign in). Failure to finish the run in the designated time shall result in dismissal from further testing.

Note: Fifty (50) pound weighted vest shall be worn for all of the following event stations:

### **Event 1: Claustrophobia Test**

For this event, you must crawl through a maze. At a number of locations in the maze, you must navigate around, over, and under obstacles. Your movement will be monitored throughout the maze. This is a non-timed event, but you are expected to complete this event in a timely manner. For this event, candidates will be required to wear a weighted vest and use SCBA equipment and a black-out mask.

#### **Failure:**

- Inability to start the event
- Needing assistance to finish the event.

### **Event 2: Ladder Climb**

For this event, the candidate will be required to ascend and descend a ladder at a predetermined height in a safe and rapid manner without stopping. This is a non-timed event.

#### **Failure:**

- Inability to start the event
- Falling from the ladder

Note: The remaining events are timed. The candidate will have five (5) minutes and thirty (30) seconds to complete these events.

### **Event 3: Hose Drag**

For this event, the candidate must grasp a hoseline nozzle attached to a two and one-half inch hoseline. You may place the nozzle over your shoulder or across your chest. Drag the hose one hundred and fifty (150) feet to the predetermined finish line and place the nozzle on the ground and proceed to the next station.

**Failure:**

- Dropping the hoseline
- Unable to finish the station

### **Event 4: Simulated Chopping**

The candidate will grasp the sledgehammer and proceed to strike the tie twenty (20) times. After each strike, you must reposition the sledgehammer over your head and deliver another strike to the tie. Failure to reposition the sledgehammer over your head will result in that strike not counting. You will continue striking the tie until twenty (20) strikes are achieved. Once the sledgehammer is grasped, you can not release the sledgehammer until the event is complete.

**Failure:**

- Dropping the sledgehammer

### **Event 5: Stair Climb With Load**

For this event, you must carry a high-rise pack containing one hundred (100) feet of one and one-half inch hose and necessary equipment from the ground floor to a predetermined location on the fourth floor; turn around, and return to the ground floor. You must use each step when ascending and descending during this event.

**Failure:**

- Dropping the high-rise pack
- Not using every step while ascending and descending



### **Event 6: Equipment Carry**

For this event, you must carry two containers of liquid (approximately forty (40) pounds each); one in each hand, fifty (50) feet to the designated area. Place the containers in an appropriate place and return back to the starting line. Pick up two sections of two and one-half inch hose (pre-rolled); one in each hand and proceed to the designated area and place hose in appropriate place. Return and cross the finish line.

#### **Failure:**

- Running during the event
- Placing the equipment outside of designated area.

### **Event 7: Dummy Drag**

You will grasp the victim with one or two hands, under the shoulders or by the harness, and proceed to drag the victim fifty (50) feet to the cone or barrel. You will make a one hundred and eighty (180) degree turn and proceed back across the start/finish line. The entire victim must be dragged across the start/finish line.

#### **Failure:**

- Dropping or losing contact with the dummy
- Unable to drag the victim