

**ST. LAWRENCE COUNTY
A.A./E.E.O. EMPLOYER
CIVIL SERVICE OPPORTUNITY
EXAMINATIONS OPEN TO THE PUBLIC**

EXAMINATION DATE: January 10, 2026

LAST FILING DATE: December 10, 2025

Firefighter - #60050-890

The eligible list resulting from this examination will be used to fill vacancies as they occur in agencies under the jurisdiction of the St. Lawrence County Human Resources Department. Salaries vary based on jurisdiction.

MINIMUM QUALIFICATIONS: Graduation from high school, possession of a high school equivalency diploma, or possession of an Individual Education Plan diploma.

SPECIAL REQUIREMENTS:

1. Candidates must have reached their 21st birthday by the day of appointment.
2. Candidates must meet the medical and physical fitness standards as established by the Municipal Police Training Council.
3. Candidates must possess a valid New York State driver's license at the time of appointment.

NOTE: Submission of a resume does not relieve you of the responsibility for completing ALL sections of the official application. Your resume is a supplement to the application, not a substitute for it.

SPECIAL ANNOUNCEMENT: Effective November 7, 2018, the St. Lawrence County Personnel Officer has assumed the administration of civil service for the City of Ogdensburg. St. Lawrence County eligible lists will, as appropriate, be certified to fill vacancies in the City of Ogdensburg. Candidates interested in employment with the City of Ogdensburg must now participate in examinations conducted by the St. Lawrence County Human Resources Department.

APPLICATION FEE: The St. Lawrence County Human Resources Department will be collecting an application fee of \$30.00 from examination applicants. The required fee must accompany your application and must be in the form of either a check or money order payable to the St. Lawrence County Treasurer. Write the number of the examination on your check or money order. **DO NOT SEND CASH.** As no refund will be made, you are urged to compare your qualifications carefully with the specified minimum qualifications and file for the examination only if you believe you are clearly qualified. Any application received after the last filing date will be returned along with the application fee. There will be a \$15.00 returned check fee of any returned check.

APPLICATION FEE WAIVER: A waiver of application fee will be allowed if you are unemployed and primarily responsible for the support of a household. In addition, a waiver of application fee will be allowed if you are determined eligible for Medicaid, or receiving Supplemental Security Income payments, or Public Assistance (Temporary Assistance for Needy Families/Family Assistance or Safety Net Assistance) or are certified Job Training Partnership Act/Workforce Investment Act eligible through a State or local social service agency. **All claims for application fee waiver are subject to verification, please complete a "Request for Application Fee Waiver and Certification" form and submit it with your application by the close of business on the Application Deadline as listed on the Examination Announcement. The "Request for Application Fee Waiver and Certification" form is located on the St. Lawrence County web site at: <https://stlawco.gov/Departments/HumanResources> or by contacting the Human Resources Department at (315) 379-2210.**

GENERAL STATEMENT OF DUTIES: This is hazardous work involving the performance of a variety of fire fighting and fire prevention duties. The incumbent also performs routine maintenance and minor repair work on buildings and fire equipment as directed. The work is performed under the general supervision of the Fire Chief in accordance with established policies and procedures. Code Enforcement activities are performed under the general supervision of the Fire Chief. Does related work as required.

NOTE: Calculators are **RECOMMENDED** for this exam.

SUBJECT OF EXAMINATION: SEE ATTACHED EXPANDED SCOPE STATEMENT

Applications and application fees must be submitted or postmarked by the last filing date stated above. Normal business hours are 8:00 am to 4:00 pm. Late applications and/or application fees will not be accepted. Candidates will be notified approximately two weeks prior to the examination date, as to the time and place of the examination. In order to assure you receive all correspondence from our office, we **must** have your current address on file. Email changes to: exams@stlawco.gov or contact the St. Lawrence County Human Resources Department at the number listed below.

Date Published: October 20, 2025

APPLICATIONS AND FURTHER INFORMATION
St. Lawrence County Human Resources Department
48 Court Street, Canton, New York 13617-1169
(315) 379-2210
<https://stlawco.gov/Departments/HumanResources>
(SEE REVERSE SIDE FOR GENERAL INSTRUCTIONS)

SITTING CONDITIONALLY FOR AN EXAMINATION

Candidates who will receive a qualifying college degree within twelve (12) months after the date of this examination will be allowed to sit conditionally. The candidates' name will be withheld from certification until proof of the qualifying degree has been received by the Human Resources Department. The candidate will be required to furnish proof that they have received said degree, **no later than twelve (12) months after the establishment of the Eligible List** resulting from this examination. Upon receipt of said proof within the time frame so stated, the candidate will become eligible for certification.

SPECIAL EXAMINATION ARRANGEMENTS

Special accommodations for handicapped candidates will be made unless such accommodations would impose an undue hardship on the Human Resources Department. Written requests specifying such accommodations should be filed with the examination application in order to allow for the necessary documentation, determination and arrangements.

RELIGIOUS ACCOMMODATION

Candidates who, because of a religious observance or practice, are unable to compete in an examination scheduled to be held by this office, will be rescheduled. Notification must be made in writing to the Human Resources Department with the examination application. The candidate will be notified by the Human Resources Department of an alternate test date.

MILITARY COMMITMENT

Candidates who are unable to appear on the regularly scheduled examination date due to ordered military duty should contact the Human Resources Department for information regarding their rights to an alternate test date.

OTHER ALTERNATE TEST DATES

Alternate examination dates may be granted for qualifying circumstances. A request for alternate examination date must be submitted to the St. Lawrence County Human Resources Department no later than the close of business on the next business day following the examination date, whenever practicable. Any alternate examination date administration beyond the Saturday following the scheduled Saturday examination date must be reviewed with the New York State Department of Civil Service.

MULTIPLE EXAMINATIONS SCHEDULED FOR THE SAME DAY (CROSS FILERS)

If you have applied to take a written test announced by either one or several local jurisdictions (county, town, city) scheduled to be held on the same test date as this written test, you must notify each of the local jurisdictions no later than two (2) weeks before the test date, so they can make arrangements for taking all tests at one test site. All examinations for positions in State government will be held at a State examination center.

VETERANS CREDITS

For purpose of claiming Veterans Credits on a Civil Service examination, an applicant must have served in the armed forces of the United States at any time during the following periods:

Dec. 7, 1941 - Dec. 31, 1946

June 27, 1950 - Jan. 31, 1955

Feb. 28, 1961 - May 7, 1975

June 1, 1983 - Dec. 1, 1987

Oct. 23, 1983 - Nov. 21, 1983

Dec. 20, 1989 - Jan. 31, 1990

Aug. 2, 1990 - End of Persian Gulf Conflict

Disabled or Non-Disabled Veterans who claim additional credits will receive information as to the filing procedure approximately 2 weeks prior to the date of the examination. (See section 6 of the application for additional information)

CHILDREN OF FIREFIGHTERS AND POLICE OFFICERS KILLED IN THE LINE OF DUTY

In conformance with Section 85-a of the Civil Service Law, children of firefighters and police officers killed in the line of duty shall be entitled to receive an additional ten points in a competitive examination for original appointment in the same municipality in which his or her parent has served. If you are qualified to participate in this examination and are a child of a firefighter or police officer killed in the line of duty in this municipality, please inform this office of this matter when you submit your application for examination. A candidate claiming such credit has a minimum of two months from the application deadline to provide the necessary documentation to verify additional credit eligibility. However, no credit may be added after the eligible list has been established.

WRITTEN EXAMINATION

This written examination is prepared and rated by the New York State Department of Civil Service in accordance with Section 23-2 of the Civil Service Law. The provisions of the New York State Civil Service Rules and Regulations which deals with the rating of examinations will apply.

CONTINUOUS RECRUITMENT EXAMINATIONS

Names of candidates from a continuous recruitment examination will be inter-filed on the continuing eligible list in rank order regardless of the date on which they took the test. A department/agency/municipality reserves the right to terminate the continuous recruitment program.

ELIGIBLE LISTS

Eligible Lists will be ranked in the order of final rating, and will be established for a minimum of one year to a maximum of four years unless exhausted prior to that date. Established Eligible Lists may be extended by the Personnel Officer not to exceed four years.

NOTE TO CANDIDATES

Unless otherwise notified, candidates are permitted to use quiet, hand-held, solar or battery powered calculators. The use of cellular phones, smart watches, Fit Bits, Beepers, Headphones or other communication devices; devices with typewriter keyboards, 'spell-checkers', 'personal digital assistant', 'address books', 'language translators', 'dictionaries' and any similar devices are strictly prohibited. Books or other reference materials are also prohibited.

BACKGROUND INVESTIGATIONS, FINGERPRINTS AND FEES

Fingerprinting is sometimes required at the time of appointment. If so, you may be required to pay the processing fee. Background Investigation: Applicants may be required to undergo a State and national criminal history background investigation, which will include a fingerprint check, to determine suitability for appointment. Failure to meet the standards for the background investigation may result in disqualification.

St. Lawrence County
EXPANDED SCOPE STATEMENT

Firefighter

Exam Date: 01/10/2026

60050-890

SUBJECTS OF EXAMINATION: A test designed to evaluate knowledge, skills and/or abilities in the following areas:

1. Ability to learn and apply information

These questions test for the ability to learn new information and apply it to answer questions effectively. Candidates will read information presented in a Training Lesson and then answer questions regarding the information and procedures covered in the Training Lesson. All information needed to answer the questions will be provided in the Training Lesson, and candidates will be able to refer to the Training Lesson when answering the questions. Some of the questions may require candidates to combine information from different portions of what has been learned in the Training Lesson. No prior knowledge of any specific job or subject matter is needed.

2. Basic arithmetic

This section requires candidates to use basic arithmetic (add, subtract, multiply, divide) to find a missing value in a table of numbers. Candidates will not need to refer to the Training Lesson or any other section of the test to answer the questions in this section. All information needed to answer each question will be contained in this section. No knowledge of firefighting or any other job is required. **Candidates should bring a hand-held battery- or solar-powered calculator for use on this test.** Candidates will **not** be permitted to use the **calculator** function on their **cell phone**.

3. Reading comprehension

These questions test for the ability to understand written materials (e.g., sentences, passages) and answer questions about the information presented. Candidates will be provided with reading passages, followed by questions related to each passage. Each question will require candidates to demonstrate that they have read and understood the information contained in the passage.

4. Situational judgment

This section tests for the ability to identify appropriate and effective responses to work-related challenges. Candidates will be presented with several scenarios that reflect the types of challenges one could encounter in a work environment. They will then be asked to rate the effectiveness of a number of possible responses to each scenario.

Test guide:

A Guide for the Written Test for **Firefighter** is available at the New York State website: <https://www.cs.ny.gov/testing/testguides.cfm>. Candidates not having access to a computer or the internet may request copy of the test guide from the municipal civil service office conducting this examination using the contact information found elsewhere on this announcement.

Description of Agility Test

You will wear a 50-pound vest for all of the following 8 stations:

Event 1 Stair Climb

Equipment

This event uses a stair climbing machine.

Event

For the test, you must walk on the stair climber at a stepping rate of 50 steps per minute for 20 seconds. You will then walk on the stair climber at a stepping rate of 60 steps per minute for 3 minutes. You will not be permitted to touch the rails. You will walk 85-feet to the next event.

Event 2 Hose Drag

Event

For this event, you must grasp a hoseline nozzle attached to 200 feet (60m) of 1 ¾-inch (44-mm) hose. Place the hoseline over your shoulder or across your chest, not exceeding the 8-foot (2.24-m) mark. You are permitted to run during the hose drag. Drag the hose 75 feet (22.86 m) to a pre-positioned drum, make a 90° turn around the drum, and continue an additional 25 feet (7.62 m). Stop within the marked 5 foot x 7 foot (1.52 m x 2.13 m) box, drop to at least one knee and pull the hoseline until the hoseline's 50-foot (15.24-m) mark crosses the finish line. You will walk 85-feet to the next event.

Event 3 Equipment Carry

Event

For this event, you must remove the two saws from the tool cabinet, one (1) at a time, and place them on the ground. Pick up both saws, one in each hand, and carry them while walking 75 feet (22.86 m) around the drum, then back to the starting point. Upon return to the tool cabinet, place the saws on the ground, pick up each saw one at a time, and replace the saw in the designated space in the cabinet. This concludes the event. You will walk 85 feet to the next event.

Event 4 Ladder Raise and Extension

Event

For this event, you must walk to the top rung of the 24-foot (7.32-m) aluminum extension ladder, lift the unhinged end from the ground, and walk it up until it is stationary against the wall. This must be done in hand over hand fashion, using each rung until the ladder is stationary against the wall. Next you will extend the fly section hand over hand using the halyard until it hits the stop. Then, lower the fly section hand over hand in a controlled fashion to the starting position. You will walk 85-feet to the next event.

Event 5 Forcible Entry

Event

For this event you will strike the forcible entry prop several times with a 10 pound sledgehammer until you hear an audible alarm. You will walk 85-feet to the next event.

Event 6 Search

Event

For this event, you must crawl through a tunnel maze that is approximately 3 feet in diameter and 64 feet (19.51 m) in length. At a number of locations in the tunnel, you must navigate around, over and under obstacles. In addition, at two locations, you must crawl through a narrowed space where the dimensions of the tunnel are reduced. You will walk 85-feet to the next event.

Event 7 Rescue

Event

For this event, you must grasp an approximately 165-pound (74.84-kg) mannequin by the handle(s) on the shoulder(s) of the harness (either one or both handles are permitted), drag it 35 feet (10.67 m) to a pre-positioned drum, make a 180° turn around the drum, and continue an additional 35 feet (10.67 m) to the finish line. You are not permitted to grasp or rest on the drum. It is permissible for the mannequin to touch the drum. You are permitted to drop and release the mannequin and adjust your grip. The entire mannequin must be dragged until it crosses the marked finish line. You will walk 85 feet to the next event.

Event 8 Ceiling Breach and Pull

Event

For this event, you must remove the pike pole from the bracket, stand within the boundary established, and place the tip of the pole on the marked area. Fully push up the 60-pound hinged door in the ceiling with the pike pole three (3) times. Then, hook the pole to the 80-pound ceiling device and pull the pole down five (5) times. Each set consists of three (3) pushes and five (5) pulls. Repeat the set four (4) times.

This concludes the test.

You must complete all the above exercises within a time of 10 minutes and 20 seconds to pass the agility test. Candidates that fail the agility test will be given the opportunity to re-test the following day. Failure to pass the test the second time or refusal to take the test on the second day will disqualify you from consideration for employment.