

2017 SFFD Lieutenant SJT Prep Guide  
Candidate Q&A

1. How many questions are there? How many questions will be on the exam? How many questions on the SJT portion of exam? Will questions be thrown out. ( example 80 questions 10 questions will be thrown out). If so will these questions be thrown out before scoring or after scoring?

**ANSWER:** The SJT will contain 80 items (questions). IOS reserves the right to remove items from the exam, however this is very rare. Items would be removed prior to computing candidate's final scores.

2. How many questions does one need to get right to pass? How many correct answers to pass the exam? What is a passing percentage? Will this test be scored or is it just PASS/FAIL. If so will that score be used to calculate our final scores? Is the SJT just a pass/fail test that has no other relevance than to advance candidates on to Phase 2 and 3?

**ANSWER:** The passing score will be determined after the examination has been administered. The examination will be used on a pass/fail basis, such that candidates' examination scores will be used to determine who will advance to subsequent steps of the promotional process. Candidate scores on the SJT will not contribute to the final score.

3. Is this portion of the test weighted? If so what will it be weighted as?

**ANSWER:** This component will not be weighted in the computation of any other scores.

4. How does IOS SJT apply SFFD knowledge, skills and abilities to a paramilitary organization which operates on a chain of command. Sample questions would be appreciated.

**ANSWER:** IOS works with SFFD subject matter experts (high-ranking department members) to ensure that scenarios and test content are realistic and job-related for the target rank of the exam. A sample question was provided in the Preparation Guide (see p. 28).

5. Does IOS offer a study guide to candidates? Are there SJT handbooks or websites that you recommend to get? Does the company have practice exams available for candidates to have or purchase? Do these practice exams relate to the fire service or general business?

**ANSWER:** IOS created the preparation guide that was distributed to candidates. IOS does not offer any other study/prep guides. IOS does not have any handbooks or websites that we recommend for candidates. IOS does not offer practice exams for promotional examinations. Any practice exams sold on our website are for entrance exams and are NOT designed for promotional candidates.

6. How many points is each question worth? Is there right and wrong only or 1/2 credit on the less best answer? Are the answers rated? For example, the right answer is one point, the wrong answer is no point, but the other answers might be 0.5 point.

**ANSWER:** Each question has a maximum point value of one point (1.0). Depending on the question, partial credit may be awarded (e.g., 0.50 points) to answers.

7. Who is making the answer key? Is the company designing the best and least answers? Are dept members ( subject matter experts) taking the exam and the answers based on their results?

**ANSWER:** IOS worked with SFFD subject matter experts to create the answer key. In this process, the subject matter experts achieved consensus on keyed answers through discussion and deliberation.

8. What time of situations being used? SFFD personnel issues? And /or Fireground tactics? Are there tactical questions on the first part?

**ANSWER:** The types of situations used in the examination are reflective of the various job duties for an SFFD Lieutenant. These situations could range from personnel issues to fireground issues, among others (see the task list starting on p. 5 of the Preparation Guide for a list of tasks performed by SFFD Lieutenants).

9. Are there any tools or PPE that we can assume firefighter's have?

**ANSWER:** Unless stated otherwise, you should assume firefighters and apparatus have standard department equipment.

10. for the SJT if not enough candidates show up for exam will there not be a pass/fail score? If so, will the test be graded score instead. Will the score be on a curve?

**ANSWER:** The SJT will be scored pass/fail regardless of the number of candidates who take the exam.

11. After the SJT, how long until we know whether we passed or failed? How long until the overall test will be scored and the results posted?

**ANSWER:** IOS typically scores exams and notifies the client agency within one-week of when the test was administered. Candidates will likely receive their notification within 1-2 weeks after IOS has provided the City with the results. Final results for the test will be released in 2018.

12. Are we allowed to look at our questions? answers?

**ANSWER:** The SJT does not have a candidate review process that would allow candidates to inspect their exams after the administration. Also, Civil Service Commission rules preclude releasing test questions and answers. Those candidates who fail the SJT will be allowed to inspect their answer sheet **only** during the designated inspection period.

13. Do we have the option to sign up for an earlier time to take the SJT?, Will there be points deducted for any reason if someone takes the test later vs earlier?

**ANSWER: All candidates will be scheduled to take the test at the same time on the same date.**

14. Can we bring in our own mechanical number 2 pencil the test?, Are we allowed to write on a scratch sheet prior to the test?

**ANSWER:** Candidates will be provided with pencils at the test site. Candidates may write in the test booklet once the examination begins. Candidates are prohibited from writing on any other sheets of paper prior to the start of or during the examination.

15. Most importantly, I volunteer often to go out on mutual aid wildland strike teams, I have chosen not to this season to prepare for the exam. The exam has been postponed numerous times for a variety of reasons. As unfortunate as this North Bay fire is, I hope this incident is not a deciding factor in postponing the exam again? If so can I chose to take it on the scheduled date as assigned?

**ANSWER: All candidates will be scheduled to take the test at the same time on the same date.**

16. Will the questions all be in writing or will there be vignettes in audio or visual form?

**ANSWER:** All questions/items/vignettes will be presented in writing in the examination. Audio and Video will NOT be used for the SJT.

17. How many people will move on from this portion?

**ANSWER:** The number of candidates who pass the examination is determined by the passing score and the number of candidates who achieve that score, or higher.

18. How many people are taking the SJT portion of test?

**ANSWER:** IOS does not have access to the number of candidates registered to complete the examination.

19. What do the random numbers in front of the task, knowledge and ability statements mean? On Section 3.1.1(a) Task Statements, what is the significance of the numbers preceding each task? Why are the lists of tasks, knowledge areas, and skill/ability areas numbered? Why are they listed in random numerical order instead of sequentially?

**ANSWER:** The numbers in front of the task, knowledge and ability statements are identification numbers from the original job analysis survey. The numbers have no meaning beyond a unique identifier for the statements. IOS simply did not sort the statements by that number when creating the list separated by task cluster.