

## FREQUENTLY ASKED QUESTIONS—EXAMINATIONS

The responses to these frequently asked questions are general and INTENDED AS GUIDANCE ONLY. Your situation may differ based on your civil service status, classification, bargaining unit contract, etc. You should always contact the California Department of Forestry and Fire Protection (CAL FIRE) Labor and Human Resource Management (LHRM) office for clarification of your particular situation by calling (916) 445-7801.

### **Isn't an exam the same as hiring?**

No. A state exam is typically used to determine eligibility to compete in the hiring process. Having eligibility means you received a passing score on an examination. In order to participate in the hiring process, eligibility must be established for the advertised job vacancy.

### **What is the hiring process?**

The hiring process is the selection of the most qualified eligible candidate to fill an advertised job vacancy. For more information please see the [Hiring FAQs](#).

### **I am looking for a specific examination and can't find it. What should I do?**

All examinations that are given by CalHR and State departments, including CAL FIRE, are listed on the CalHR website <http://jobs.ca.gov/>. Not all exams are given continuously, so you should check back often to ensure that you do not miss an examination opportunity.

### **When will the next examination be given?**

It is anticipated the next Fire Fighter II, Fire Fighter II (Paramedic), Fire Apparatus Engineer, Fire Apparatus Engineer (Paramedic), Fire Captain, and Fire Captain (Paramedic) examinations may be administered in early 2016.

Please continuously check the CalHR website <http://jobs.ca.gov/> for Exam Bulletin announcements.

### **How do I change my information on an eligible list?**

You can change your information by contacting the CAL FIRE Examination Hotline at (916) 445-7842. You can change your address, phone number(s), email address, and place yourself active or inactive on a list. This hotline is for examination updates only.

### **What are the major changes to the 2016 examination process?**

The Fire Fighter II, Fire Fighter II (Paramedic), Fire Apparatus Engineer, Fire Apparatus Engineer (Paramedic), Fire Captain, and Fire Captain (Paramedic) examinations will be changed to written examinations.

### **Is CAL FIRE going to notify me when I need to submit an application?**

No. CAL FIRE will not notify individuals when to submit an application. All civil service vacancies and examination announcements are located on the CalHR website at <http://www.jobs.ca.gov/>. Applicants are encouraged to check this website frequently for examination announcements. Applicants can use the drop down menu to locate the Department of Forestry and Fire Protection, and then click search.

### **Am I required to follow the instructions listed on the Examination Bulletin?**

Yes. Applicants are required to comply with all filing instructions outlined in the Examination Bulletin. Failure to comply with the instructions may result in the candidate not being considered for the examination.