



Resource Management Associates

specializes in designing and administering promotional examinations for fire department personnel. Over the last 25 years, we have established a sound reputation as a reliable provider of test services for a variety of positions. Our tests have been used in police and fire departments in Alabama, Arizona, Colorado, Connecticut, Florida, Georgia, Illinois, Indiana, Iowa, Kentucky, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Nebraska, Ohio, Pennsylvania, Rhode Island, South Carolina, Tennessee, Virginia and Wisconsin.

For Further Information...

Please contact one of our staff for more information concerning our services and capabilities.

Resource Management Associates

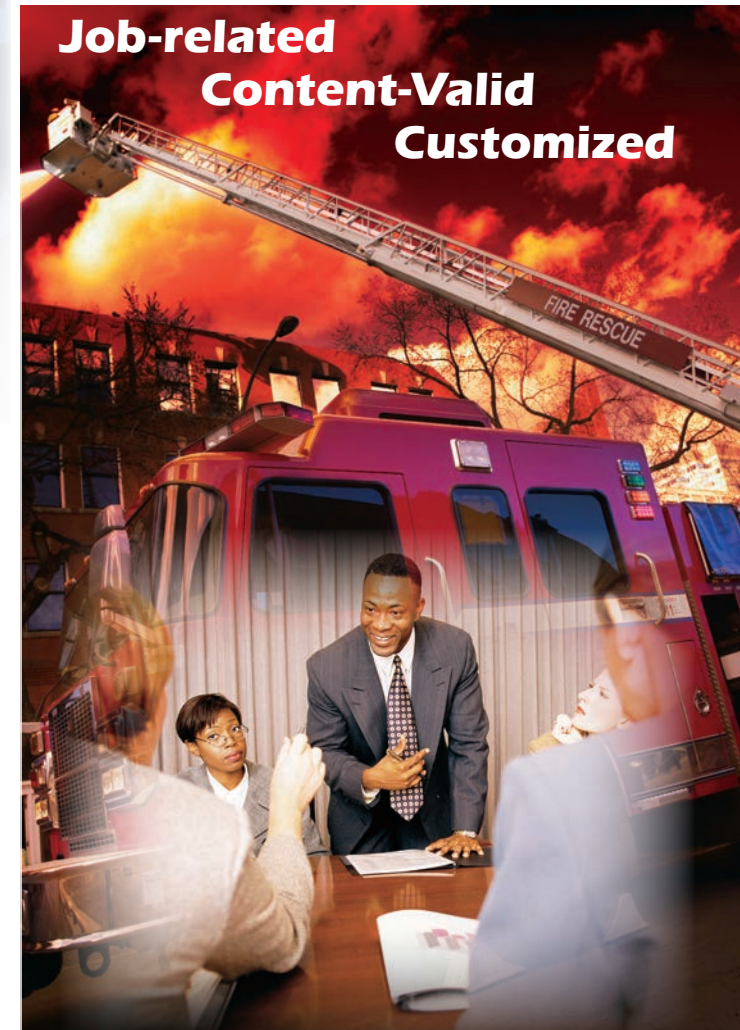
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Promotional Examination Services

**Job-related
Content-Valid
Customized**



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Meeting the Challenge

Selecting personnel to fill supervisory, management and staff positions in the fire service is one of the most important decisions that any fire administrator can make. The individuals promoted to these positions will have a profound impact on the level and quality of services provided by the agency for many years to come.



Written Examination

When developing a written promotional examination, we work with agency representatives in (a) determining test content; (b) identifying appropriate source materials; (c) preparing test items; (d) using subject matter experts to review test content and sample items; (e) preparing, administering and scoring the test; and (f) providing an opportunity for candidates to appeal contested test items.

Our promotional tests feature multiple-choice items drawn from state-of-the-art texts typically used in most fire department in-service training programs. These texts cover the full range of technical areas in the fire service including fire behavior, fire cause and origin, incident command, emergency medical services, supervision and management, hazardous materials response, building construction, code enforcement and customer service. We customize the examination to meet the client's specifications and routinely conduct item analyses to verify test content and item reliability.



Assessment Centers

The assessment center is a series of exercises designed to simulate the conditions of the position for which the applicants are being considered. The exercises include both individual and group exercises in which they are expected to actually perform the duties of the position. Their performance is evaluated by a panel of outside experts and is scored at the conclusion of the process according to pre-established criteria, such as judgment and reasoning, leadership ability, communication skills, and the like.

All parts of the assessment center are videotaped in order to provide full documentation as to its fairness and consistency. We also offer individual debriefing sessions to explain to the candidates their strengths and weaknesses. The assessment center process provides greater insight into the candidates' job skills and is usually seen by them as a much fairer and more relevant evaluation of their ability.



Competitive Fee Structure

Our fees to perform these services are highly competitive. We will be pleased to submit a written proposal and not-to-exceed cost once your particular needs are established.

For further information, please contact one of our staff.