



## Hays County ESD No. 5

### Kyle Fire Department

210 W. Moore Street  
Kyle, Texas 78640  
(512) 268-3131

## Immediate Opening Available Fire Inspector/Investigator

Applicants must possess or are eligible to obtain Texas Commission on Fire Protection (TCFP) Fire Certification at the time of employment offer.

### QUALIFICATIONS (MINIMUM TRAINING AND EXPERIENCE)

1. Texas Commission on Fire Protection Certifications (TCFP) or eligible to obtain:
  - Basic Fire Certification
  - Fire Inspector
  - Fire Investigator
  - Plans Examiner
  - High school diploma or equivalent (GED).
2. Valid Texas Class B Driver's License or eligible to obtain.
3. Effective oral and written communication skills in English.
4. Ability to successfully pass pre-employment structured interview, medical exam, drug screen, and background check.
5. Ability to reason abstractly using highly technical and mechanical concepts.
6. Ability to exhibit emotional stability and technical expertise in hazardous environments while functioning under extreme stress.
7. Must demonstrate effective interpersonal skills in the workplace and community.
8. May be required to travel for training and extended periods; must be able to maintain a professional appearance; abide by state laws, and departmental rules and regulations.

### COMPENSATION & BENEFITS

1. Annual Salary
    - a) Beginning - \$68,009.20\*
    - b) 12 months - \$70,0574.40\*
- \* Additional incentive pays may apply commensurate with training and experience:
- a) Intermediate Firefighter - \$600.00 / year
  - b) Advanced Firefighter - \$900.00 / year
  - c) Master Firefighter - \$1,200.00 / year
  - d) EMT-I - \$600.00 / year
  - e) EMT-P - \$1,800.00 / year
  - f) Associate's degree - \$600.00 / year
  - g) Bachelor's degree - \$1,200.00 / year
  - h) Master's degree - \$1,800.00 / year
  - i) Bilingual - \$600.00 / year (test required)
  - j) NFA - Managing Officer Program - \$1,200.00 / year
2. 160 PTO hours per year
  3. 96 Holiday hours per year
  4. Employee Health/Dental/Vision coverage
  5. Life Insurance coverage - \$10,000 Death Benefit & \$250,000 Accidental Death
  6. TCDRS Pension 7% - 250% employer match
  7. 457 deferred compensation plan
  8. Tuition Reimbursement Plan

SCHEDULE: 8 a.m. to 5 p.m. / 40 Hour Workweek

Please submit application and required certificates to [swolf@kylefire.com](mailto:swolf@kylefire.com).



# Kyle Fire Department Employment Application

Date: \_\_\_\_\_ Position Applied For: \_\_\_\_\_

## Applicant Information:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle: \_\_\_\_\_  
Address: \_\_\_\_\_ Apt. #: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Can you show proof of eligibility to work in this country?

Yes No

Have you ever been convicted of a felony or misdemeanor (excluding minor traffic violations)? Have you previously been employed by the Kyle Fire Dept?

Yes No Explain: \_\_\_\_\_ Yes No Dates: \_\_\_\_\_

## Education:

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? Yes No Degree: \_\_\_\_\_

Fire Academy \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? Yes No Degree: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? Yes No Degree: \_\_\_\_\_

## References *Please list three (3) professional references:*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_



**Application Cont'd**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

**Previous Employment:**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_ May we contact your previous supervisor? Yes No

Responsibilities: \_\_\_\_\_

**Previous Employment:**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_ May we contact your previous supervisor? Yes No

Responsibilities: \_\_\_\_\_

**Military Service:**

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_ Rank at Discharge: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_ If other than honorable, explain: \_\_\_\_\_

**CRIMINAL HISTORY AND MOTOR VEHICLE REVIEW REQUIREMENTS**

Comprehensive background investigations are conducted to establish evidence of good moral character, well-adjusted personality, and a pattern of conduct and behaviors acceptable to the Kyle Fire Department. Specifically:

- Must not have charges pending, have admitted guilt or been found guilty, including Deferred Adjudication, of committing a Felony or Class A Misdemeanor
- Must not have any Class B Misdemeanor convictions in the last seven (7) years; this includes DWIs, DUIs, and DUIDs.
- Must not have any convictions for family violence offenses.
- Must have a good driving record; disqualifiers include:
  - Three (3) or more moving violation convictions in two (2) years
  - Two (2) or more at fault motor vehicle accidents in a three (3) year period.

**Disclaimer and Signature:**

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may lead to my release.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Kyle Fire Department Preliminary Background Questionnaire

Kyle Fire Department conducts background investigations on all potential employees. The information requested in this questionnaire is essential in order to conduct these investigations. Answer all questions truthfully as it will become a part of your comprehensive background packet. Any omissions or false representation of your answers will be cause for **permanent** disqualification for any future employment opportunities.

**Applicant Information** – Provide the following information:

Legal Name (Last, First, MI):	
Date of Birth:	
Driver License Number:	
Social Security Number:	

**Criminal History** – Answer “YES” or “NO” to the following questions. Please provide an explanation and date of offense to all questions answered “YES”. Do not include traffic violations (speeding tickets).

Ever been charged, convicted, or participated in any of the following:	YES	NO	If YES, please explain the offense
Class A Misdemeanor			
Class B Misdemeanor			
Class C Misdemeanor			
Any Felony			

**Drug Usage** – Answer “YES” or “NO” if you have ever used any of the following drugs. Please provide the date for the last time you used a drug with a “YES” answer.

Any use of:	YES	NO	Date of the last time used; be as specific as possible			
Marijuana						
Heroin						
Opium						
Cocaine						
Methamphetamine						
Any Hallucinogen						
Any other illegal drug			Type:		Date:	
			Type:		Date:	
Any synthetic drugs			Brand name:		Date:	

Signature: \_\_\_\_\_ Date: \_\_\_\_\_