



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 - \$71,559.63*
 - b) 12 months - \$73,715.20*
2. 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
 - k) TCOLE - \$1,800.00 / year
3. 160 PTO hours per year
4. 96 Holiday hours per year
5. Employee Health/Dental/Vision coverage
6. Life Insurance coverage - \$10,000 Death Benefit & \$250,000 Accidental Death
7. TCDRS Pension 7% - 250% employer match
8. 457 deferred compensation plan
9. Tuition Reimbursement Plan

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

Please submit application and required certificates to 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: _____