



Hays County ESD No. 5

Kyle Fire Department

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

Immediate Opening Available Firefighter/EMT-B

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. Basic Structure Firefighter - TCFP
2. EMT-Basic DSHS
3. Class B Driver's License (within six months of hire date)
4. High school diploma or equivalent (GED).
5. Effective oral and written communication skills in English.
6. Ability to successfully pass pre-employment structured interview, medical exam, drug screen, and background check.
7. Ability to exhibit emotional stability and technical expertise in hazardous environments while functioning under extreme stress.
8. Must demonstrate effective interpersonal skills in the workplace and community.
9. 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. Starting Salary: **\$60,024-\$61,951** (*dependent on experience*)
2. Additional incentive pay 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
3. PTO - 288 hours
4. Employee Health/Dental/Vision coverage
5. Life Insurance coverage - \$100,000 policy
6. TCDRS Pension 7% - 250% employer match
7. 457 Deferred Compensation Plan
8. Tuition Reimbursement Plan

Hays County ESD No. 5 Quick Facts:

- We cover 76 square miles and a population of 70,000 out of four stations
- 1- Ladder truck, 3 - Engines, 1 - Tender, 4 Brush Trucks, and no ambulances
- Regional Hazmat Team
- TIFMAS wildland and all-hazard team
- Great opportunities for advancement due to growth
- Excellent training program
- 24/72 followed by 48/72 hrs. shifts (**Portland schedule**)

Please submit application and required certificates to kylefire.com.
Direct any questions to jobs@kylefire.com.

rev. 8/2024



KYLE FIRE DEPARTMENT FIREFIGHTER SELECTION 2024

APPLICATION PERIOD

Hays County ESD No. 5/Kyle Fire Department is accepting applications for the position of Firefighter. The test will fill current open positions and create an eligibility list for the year. **All applications must be received either by mail or by email only.** Our mailing address is Kyle Fire Department, 210 W. Moore St., Kyle, Texas 78640. Applications submitted by email should be sent to jobs@kylefire.com. **The application period will close Monday, August 18, 2025, at 05:00 pm.** Applications are also available on the Department website at www.kylefire.com. Applicants will be notified by email of acceptance to the written test and physical agility test. Please complete the last four pages of the packet for initial application procedures.

CHECKLIST

- Completed application
- Preliminary Background Questionnaire
- Resume
- Copy of Certifications

QUALIFICATION & PRELIMINARY BACKGROUND REVIEW

Initial applicant ranking will be determined based on a point system measured by TCFP and TDSHS certification levels, education level, and years of experience. Minimum qualifications are listed in the job description under the Education, Experience, and Certification section. Minimal qualifications should be met by the date of hire. The top-ranking applicants will be invited to participate in a written test and physical ability test.

NOTE: A minimum certification of TCFP Basic Firefighter Certification and Emergency Medical Technician – Basic is required to submit an application.

Applicants invited to the written test and the physical agility test will be notified by Monday, August 25, 2025. The written test and physical agility test will take place on Saturday, September 06, 2025. Panel interviews will take place between September 08th-10th. More information will be provided on locations when you are notified that you have been accepted to test.

PHYSICAL AGILITY TEST

APPLICANTS WITH PHYSICAL OR MEDICAL CONDITIONS OF ANY NATURE SHOULD:

- 1. CONTACT THEIR PHYSICIAN PRIOR TO TAKING THE PHYSICAL AGILITY TEST TO DETERMINE IF IT IS ADVISABLE TO PARTICIPATE.***
- 2. WITHDRAW FROM THE PROCESS IF THEY HAVE ANY CONDITION OR LIMITATION THAT PREVENTS THEM FROM SAFELY PARTICIPATING.***

The Kyle Fire Department, its agents and employees do not assume any responsibility for the effect this test may have on an applicant's health or medical condition. Further, the Kyle Fire Department, its agents and employees accept no responsibility or liability for any injury an applicant might sustain during the test. This test should be considered strenuous physical activity and as such carries a risk of injury.



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)?

☐ Yes ☐ No Explain: _____

Have you previously been employed by the Kyle Fire Dept?

☐ 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 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: _____

AGILITY TEST – RELEASE OF CLAIMS AND WAVIER OF LIABILITY

I, _____, for and in consideration of being considered for employment by the Kyle Fire Department, make the following representations and acknowledgements:

1. As part of the application process, I will take a physical agility test that will involve running, lifting, climbing, and carrying. Whether I am in good physical condition or poor physical condition, I understand that there are risks of injury involved in taking this agility test. I further understand that if I am not in good physical condition, or if I have pre-existing injuries, diseases, or physical conditions which may be aggravated by this test, I may be placing myself at risk by taking the agility test. I fully accept all risk and responsibility involved in taking this agility test.
2. I understand and agree that, when taking the physical agility test, I will not be an agent, servant, or employee of the Kyle Fire Department, and therefore will not be covered by any worker's compensation, death, or disability benefits of the Kyle Fire Department.

By signing this waiver, I release and forever discharge the Kyle Fire Department, the Hays County Emergency Services District No. 5, and their respective appointed officials, officers, and employees, in both their public and private capacities, from all liability, claims, suits, demands, or causes of action which may arise from my taking the agility test. **This waiver is intended to cover all acts or omissions of the Kyle Fire Department, the Hays County Emergency Services District No. 5, and their respective appointed officials, officers, and employees, regardless of whether an act or omission is the result of an intentional, reckless, grossly negligent, or negligent act. By signing this waiver, it is my intent to bind my heirs, executors, administrators, and assigns.** I understand the terms of this release are contractual and not a mere recital. Before signing this release, I have read it fully and had an opportunity to ask any questions I had about the release, and I acknowledge that I understand it. I have signed this document of my own free will.

Signature of Applicant

Date

Address

City

State

Zip Code

Cell Number

Work Number

In case of emergency, notify:

Name: _____

Relationship: _____

Address: _____

Cell Number: _____

Work Number: _____