



Civil Service

TO: Qualified Applicants
FROM: Christi Klyn, Civil Service Director
SUBJECT: Civil Service Examination for Firefighter Trainee
DATE: September 25, 2024

This serves as notice that a Civil Service Examination for Firefighter Trainee will be given on **Saturday, November 16, 2024** to establish eligibility for employment with the City of Wichita Falls Fire Department. Those applicants who successfully complete the Civil Service Examination for Firefighter Trainee will immediately participate in the Physical Agility test.

Applicants are required to submit a Personal History Statement by **Saturday, November 16, 2024**. Those who fail to provide the completed Personal History Statement may not continue through the recruitment process.

TITLE POSITION: Firefighter Trainee

QUALIFICATIONS: An applicant must be at least eighteen (18) years of age and not more than thirty-five (35) years of age at the time of hire. Applicants must meet minimum qualifications and pass the competitive written examination and satisfactorily meet other selection criteria as established by Wichita Falls Civil Service Commission and the City of Wichita Falls. An applicant may not be certified as eligible for a beginning position with a fire department unless the applicant meets all legal requirements necessary to become eligible for future certification by the Commission on Fire Protection Standards and Education. Must be able to read and write English.

APPLICATIONS: Applications must be submitted by **11:59 p.m. CST, Sunday November 10th, 2024**. Applications may be submitted via the City of Wichita Falls employment web-site at <https://munisweb.wichitafallstx.gov/ess/employmentopportunities/default.aspx>

EXAMINATION: Firefighter Trainee Entrance Examination will be administered on **Saturday, November 16th, 2024 at 8:00 a.m. at Multi Purpose Event Center (MPEC) located at 1000 5th Street, Wichita Falls, TX 76301**. A Physical Agility test will be administered at the **Fire Training Field located at 1300 Harding Street, Wichita Falls, TX 76301** immediately following the written examination. For those passing both the written exam and Physical Agility test, **Ergometrics Testing will be administered on Sunday, November 17th, 2024, at 10:00 a.m. at the Public Safety Training Center located at 710 Flood Street, Wichita Falls, TX 76301**.

As stated in Section 143.025 (b). An eligibility list for a beginning position in the fire department may be created only as a result of a competitive examination held in the presence of each applicant for the position, except as provided by Subsections (d) and (e). The examination must be based on the person's general knowledge and aptitude and must inquire into the applicant's general education and mental ability. A person may not be appointed to the fire department except as a result of examination. All applicants will take the same examination; be examined in the presence of other applicants for that eligibility list. An additional five points shall be added to the examination grade of an applicant who served in the United States armed forces, received an honorable discharge, and made a passing grade on the examination. The examination can only be taken once for a particular eligibility list.

The Eligibility List created from this exam will remain in effect for 12 months, from November 16, 2024 until November 16, 2025.

I certify that the above notice of testing was posted on the bulletin board at City Hall, Wichita Falls, Texas on the 25th day of September 2024, at 10:25 o'clock a.m.

City Clerk