



Let's Grow!

Terrell Fire Department is hiring multiple positions, for immediate openings, to staff Fire Station 3 that is currently under construction.

Minimum Requirements:

HS Diploma / Equivalent

Age 18 - 35 Years Old

NR / TX DSHS Paramedic
(or enrolled in class / 50% complete)

Base Pay:

(add \$4,500/yr -Paramedic)

Starting: \$64,480

6 Months: \$67,381

1st Year: \$70,413

2nd Year: \$73,582

3rd Year: \$76,893

4th Year: \$80,353

Benefits:

Education Pay

Certification Pay

48/96 Shifts

ALS Engine / Truck

Overtime Opportunities

TMRS 2:1 Match

Medical, Dental, Vision

Employee Life Insurance

Tuition Reimbursement

Important Dates

Application Deadline:

Thursday, March 27

Civil Service Exam:

Saturday, April 5

Physical Agility:

Saturday April 12

More Information



**CITY OF TERRELL FIREFIGHTER
CIVIL SERVICE APPLICATION**

COMPLETE AND SUBMIT
ONLINE APPLICATION BY
THURSDAY, MARCH 27, 2025

WRITTEN TEST DATE
SATURDAY, APRIL 5, 2025

ONLINE FIRE APPLICATION

<https://cityofterrell-human-resources-human-resources.app.transform.civicplus.com/forms/35212>

**HUMAN RESOURCES DEPARTMENT
P.O. BOX 310
201 EAST NASH STREET
TERRELL, TEXAS 75160**

NO STUDY GUIDE NEEDED FOR THIS EXAMINATION

CITY OF TERRELL
NOTICE OF EMPLOYMENT

The City of Terrell is accepting applications for the position of entry-level firefighter until **Thursday, March 27, 2025**, to serve the community as a member of our team dedicated to fire prevention, safety, and lifesaving philosophy.

Minimum qualifications include: High School diploma or equivalent and Paramedic certification through or ability to obtain Paramedic certification through the Texas Department of State Health Services or national equivalent. At the time of the exam, it is acceptable to be enrolled in and at least 50 percent complete with a Paramedic certification program

The hiring process includes passing a civil service examination (minimum grade of 70), physical fitness examination, extensive background investigation, physical examination (with drug screen), and interview with a Peer review board and the Fire Chief and/or his designee(s).

An entry-level examination for beginning firefighter, in accordance with Local Government Code, Chapter 143.024 will be held:

DATE: **SATURDAY, APRIL 5, 2025**

TEST TIME: **9:00 A.M.**
Check-in begins at 8:30 a.m. No one admitted to testing area after 9:00 a.m.

TEST SITE: **TRINITY VALLEY COMMUNITY COLLEGE HEALTH
SCIENCE CENTER – TERRELL
1551 TX-34
TERRELL, TEXAS 75160**

LIST: **VALID FOR ONE (1) YEAR**

COMPLETE & SUBMIT
ONLINE APPLICATION TO: **CITY OF TERRELL**
www.cityofterrell.org
<https://cityofterrell-human-resources-human-resources.app.transform.civicplus.com/forms/35212>

**Human Resources Department Suite 400
P.O. Box 310, 201 East Nash Street
Terrell, Texas 75160.**

Entry level firefighter candidates may not be certified as eligible **after age 36** in accordance with Local Government code, Chapter 143.024.

An additional five (5) points will be added to the test grade of seventy (70) or above with an honorable discharge from the United States Branch of Services. Applicants must provide a copy of their DD-214 at the time of the written exam.

EMPLOYEE BENEFITS

GENERAL INFORMATION

SALARY:	\$64,480 48 / 96 off work schedule (2,756 hours)
OTHER PAY:	Certificate / Education & Special Assignment
SOCIAL SECURITY:	Participating Agency Dollar to Dollar Match
RETIREMENT SYSTEM:	Texas Municipal Retirement System Employee Contributes 7% of wages City contributes \$2 to \$1
LONGEVITY PAY:	\$3.00 per check per year of service after completing 1 st year of employment
VACATION TIME:	15 hours per month / 180 hours per year
SICK TIME:	15 hours per month / 180 hours per year
HOLIDAY OBSERVANCE:	144 hours per year
EMERGENCY LEAVE:	24 hours per year
GROUP INSURANCE:	Employee health, dental, life insurance, long- term disability paid by City
OTHER BENEFITS:	Dependent health insurance and other supplemental benefit insurance Employee Assistance Program Tuition Reimbursement IRS deferred compensation plan withholding Uniforms provided

APPLICATION DEADLINE: Thursday, March 27, 2025

ENTRY FIREFIGHTER WRITTEN TEST:

TEST DATE: **Saturday, April 5, 2025**

TEST TIME: **9:00 AM**

TEST LOCATION: **Trinity Valley Community College
Health Science Center – Terrell Campus
1551 TX-34
Terrell, Texas 75160**

PHYSICAL AGILITY:

PHYSICAL AGILITY DATE: **Saturday, April 12, 2025**

PHYSICAL AGILITY TIME: **8:00 AM**

PHYSICAL AGILITY LOCATION: **Collin College
Public Safety Training Center
3600 Rosebud Boulevard
McKinney, Texas 75069**

CITY OF TERRELL

FIREFIGHTER

DEFINITION

To perform a wide variety of technical tasks in support of the fire suppression and prevention functions and handling of hazardous materials. To perform a variety of technical tasks in support of emergency rescue operations, perform medical treatment and support Emergency Medical Services as a first responder; and to perform a variety of technical and administrative tasks in support of the Fire Department

SUPERVISION RECEIVED AND EXERCISED

Receives supervision from the Fire Captain on shift or designee.
Exercises no supervision.

ESSENTIAL FUNCTION STATEMENTS

Essential responsibilities and duties may include, but are not limited to, the following:

Essential Functions:

- 1) Respond to all emergency calls; provide appropriate services as required including emergency rescue and fire suppression; prepare reports regarding emergency incidents as assigned; testify in court.
- 2) Operate, inspect, repair, and perform other technical tasks related to the apparatus equipment in the Fire Department.
- 3) Perform rescue for trapped or injured persons; provide necessary first aid as a first responder, operate numerous types of emergency rescue and fire suppression equipment as necessary.
- 4) Participate in cleaning and maintaining station facilities, ground, equipment, and apparatus; ensure that appropriate conditions at assigned station are functional; ensure that all equipment and apparatus is in a constant state of readiness for emergency calls.
- 5) Participate in a variety of fire prevention operations, activities and programs including training, fire investigations, code enforcement and equipment operations and maintenance; participate in activities and operations in response to natural disasters, major accidents, incidents involving hazardous materials, and other emergency situations.
- 6) Study street and apartment locations in assigned district; study building plans and fire prevention systems in buildings in assigned district.

- 7) Respond to medical emergencies, motor vehicle accidents and other situations involving threat to human life; provide emergency medical services as warranted by circumstances.
- 8) Perform searches and rescue trapped or injured persons; provide necessary medical care including the use of defibrillators, breathing apparatus, endotracheal intubation, and section thumper and administering drugs and intravenous solutions in support ambulance staff.
- 9) Provide careful transportation of patients to medical care facilities; evaluate the condition of patients and assess pertinent information about medical profile and injuries; determine treatment in accordance with paramedic policies, procedures, and protocols; maintain contact with medical facility to prepare for patient arrival.

Marginal Functions:

- 1) Use departmental computer equipment to input, review and access records, information, and other various data.
- 2) May drive apparatus or operate apparatus on emergency calls or at incident scene in absence of Drive/Engineer.
- 3) Give tours of assigned fire stations, demonstrate fire equipment and apparatus, and participate in other educational programs for various groups and the public.
- 4) Operate related equipment; clean and maintain supplies, materials, and equipment aboard ambulances; submit requisitions for additional materials and supplies as necessary.
- 5) Oversee the work of Fire Department personnel, as necessary, during medical emergencies for patient care; conduct triage operations.
- 6) Prepare Emergency Medical Service reports regarding patient and incident information.
- 7) Participate in department training including emergency medical service operations.
- 8) Acquire and maintain specialized training/certifications as required.
- 9) Perform other duties as assigned.

QUALIFICATIONS

Knowledge of:

- 1) Operations, services, and activities of a fire department.
- 2) Principles, practices and methods of fire suppression, prevention, investigation, code enforcement, inspection, and emergency rescue.
- 3) Specialized fire suppression and communications equipment and vehicles.
- 4) Methods and techniques of building construction.
- 5) The geography of the city, including water supply systems and hydrant locations in the city.
- 6) Specialized fire suppression and communications equipment and vehicles.
- 7) Basic principles and methods of report preparation.
- 8) Operational characteristics, services and activities of comprehensive fire suppression and preventions programs.
- 9) Technical and administrative aspects of fire suppression and prevention programs
- 10) Hazardous materials response, high-angle or aerial rescue and rapid water rescue operations.
- 11) Modern office methods and equipment including computers.
- 12) Various modern spreadsheets, databases, and word processing software applications.
- 13) Principles of filing and record keeping.
- 14) Pertinent federal, state, and local laws, codes, and ordinances.

Ability to:

- 1) Work under stress and use good judgement.
- 2) Resolve a variety of situations characterized by conflict or danger.
- 3) Safely operate department vehicles, apparatus, and other emergency equipment.
- 4) Operate specialized emergency communications equipment.

- 5) Perform fire investigations and attain a TCFP Fire Inspector certification within the first year of hire.
- 6) Prepare a variety of reports.
- 7) Operate a variety of modern office equipment including computers.
- 8) Maintain a variety of files and records.
- 9) Apply pertinent federal, state, and local laws, codes, and ordinances.
- 10) Communicate clearly and concisely, both orally and in writing.
- 11) Establish and maintain effective working relationships with those contacted in the course of work.
- 12) Maintain effective audio-visual discrimination and perception needed for:
 - a. Making observations
 - b. Communicating with others
 - c. Simultaneously working with numbers
 - d. Handling varied tasks simultaneously
 - e. Working independently
 - f. Reading and writing
 - g. Operating assigned equipment
- 13) Maintain mental capacity, which allows the capability:
 - a. Making sound decisions
 - b. Using good judgement
 - c. Answering questions
 - d. Demonstrating intellectual capabilities
- 14) Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:
 - a. Sitting and standing for extended periods of time
 - b. Operating assigned equipment
 - c. Traveling to various work locations

EXPERIENCE AND TRAINING GUIDELINES

Any combination of experience that would likely provide the required knowledge is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Minimum requirements are those required by the Texas Local Government Code, City Civil Service Regulations and/or Terrell Fire Department

Training:

Equivalent to completion of the twelfth grade

License or Certification:

- 1) Ability to obtain and become certified as a Texas Commission on Fire Protection Basic Firefighter within the first year of employment.
- 2) Possession of, Emergency Medical Technician – Paramedic Certification from the Texas Department of State Health Services.
- 3) Possession of an appropriate, valid driver's license for the level of vehicle operated.

WORKING CONDITONS

Environmental:

Office and emergency firefighting environment; work with water; travel from site to site; work closely with others; exposure to fire surrounds; exposure to intense heat; structural collapse; falls and possible electrocution at emergency scenes; animal and human blood and other fluids; hazards of emergency driving; exposure to waste and infectious diseases; exposure to inclement weather, heat, cold, dampness, chilling dry atmospheric conditions, working in confined spaces, irregular work hours, working with machinery, working below ground, working on ladders and scaffolds, noise slippery and uneven surfaces, moving objects and vehicles, grease, and oils, radiant energy, electrical energy, explosives, silica, dust, asbestos, toxic chemicals, fumes, smoke, gases, solvents, exposure to poison oak, unusual fatigue factors, stress in emergency situations.

Physical:

Essential and other important responsibilities and duties may require maintaining physical condition necessary for walking, standing, sitting, crawling, kneeling, repeated bending and climbing; heavy to light carrying and lifting; physical and manual dexterity required; visual and auditory acuity, including the ability to distinguish color; requires use of both hands and legs; carry, push, pull, drag, or hold moderate to heavy weight objects; must be able to operate assigned equipment and vehicles.

FY 2025 Firefighter Compensation Plan

Effective January 1, 2025

Group	Job Title	Pay Nasis	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FD 1	Firefighter	Annual (2,756 Hrs)	\$ 64,480.00	\$ 67,381.60	\$ 70,413.77	\$ 73,582.39	\$ 76,893.60	\$ 80,353.81
		Monthly	\$ 5,373.33	\$ 5,615.13	\$ 5,867.81	\$ 6,131.87	\$ 6,407.80	\$ 6,696.15
		Bi-Weekly	\$ 2,480.00	\$ 2,591.60	\$ 2,708.22	\$ 2,830.09	\$ 2,957.45	\$ 3,090.53
		Hourly	\$ 23.40	\$ 24.45	\$ 25.55	\$ 26.70	\$ 27.90	\$ 29.16
FD 2	Driver	Annual (2,756 Hrs)	\$ 85,175.04	\$ 87,730.29	\$ 90,362.20			
		Monthly	\$ 7,097.92	\$ 7,310.86	\$ 7,530.19			
		Bi-Weekly	\$ 3,275.96	\$ 3,374.25	\$ 3,475.47			
		Hourly	\$ 30.91	\$ 31.83	\$ 32.79			
FD 3	Captain	Annual (2,756 Hrs)	\$ 95,783.93	\$ 98,657.45	\$ 101,617.17			
		Monthly	\$ 7,981.99	\$ 8,221.45	\$ 8,468.10			
		Bi-Weekly	\$ 3,684.00	\$ 3,794.52	\$ 3,908.35			
		Hourly	\$ 34.75	\$ 35.80	\$ 36.87			
FD 4	Battalion Chief	Annual (2,756 Hrs)	\$ 107,714.20	\$ 110,945.63	\$ 114,274.00	\$ 117,702.22		
		Monthly	\$ 8,976.18	\$ 9,245.47	\$ 9,522.83	\$ 9,808.52		
		Bi-Weekly	\$ 4,142.85	\$ 4,267.14	\$ 4,395.15	\$ 4,527.01		
		Hourly	\$ 39.08	\$ 40.26	\$ 41.46	\$ 42.71		



2025 CERTIFICATION, EDUCATION, ASSIGNMENT AND ADDITIONAL PAY SCHEDULE

Firefighters - State Licensed Civil Service and Non-Civil Service

Employee receives all that apply when documentation submitted to Human Resources by Department Head. When applicable, highest level of attainment only in categories with ascending levels of achievement.

Description	Rate	Frequency	Criteria
TCFP Basic	\$18	Per Pay Period	
TCFP Intermediate	\$35	Per Pay Period	
TCFP Advanced	\$70	Per Pay Period	
TCFP Master	\$100	Per Pay Period	
TCFP Haz Mat Tech	\$30	Per Pay Period	Per FD defined assignments
Fire Rescue Specialist	\$30	Per Pay Period	Per FD defined assignments
Wildland Firefighter	\$35	Per Pay Period	Per FD defined assignments
TCFP Fire Inspector	\$60	Per Pay Period	Per FD defined assignments
Field Training Officer	\$250	Per Pay Period	Paramedic, firefighter; paid during FTO time only when actively training. Must work at least one full shift per pay period with trainee to receive full amount.
Tactical Med	\$125	Per Pay Period	SWAT training and approvals from both Police Chief and Fire Chief required. In absence of a PD certified SWAT Tactical Med Officer.
Paramedic	\$175	Per Pay Period	Per FD defined assignments
Shift EMS Supervisor	\$350	Per Pay Period	Per FD defined assignments
EMS Manager	\$475	Per Pay Period	Per FD defined assignments
Fire Marshal	\$475	Per Pay Period	Per FD defined assignments
18 College Hours	\$18	Per Pay Period	
36 College Hours	\$25	Per Pay Period	
60 College Hours/ Associate's Degree	\$35	Per Pay Period	
90 College Hours	\$52	Per Pay Period	
Bachelor's Degree	\$70	Per Pay Period	
Master's Degree	\$85	Per Pay Period	
PhD, equivalent	\$100	Per Pay Period	
Fire Step Up Pay	See Pay Class Min	Per Hour Per Pay Period	Differential pay for any hours worked in the higher pay classification (difference between current hourly rate pay class and minimum of the higher pay class)
Bilingual I	\$12	Per Pay Period	Fluent, infrequent job use
Bilingual II	\$45	Per Pay Period	Fluent, frequent job use, regularly translates (multiple times per week) due to job assignment
On Call	\$25	Per Day	See Chapter 5, Section 5

Fire Department – Not State Licensed Firefighter

Employee receives all that apply when documentation submitted to Human Resources by Department Head. When applicable, highest level of attainment only in categories with ascending levels of achievement.

Description	Rate	Frequency	Criteria
Certificate or degree	\$25	Per Pay Period	Related field; beyond minimum requirements of the position
Specialty/Multiple Certifications and/or degrees	\$52	Per Pay Period	Related field; beyond minimum requirements of the position
Master's Degree	\$85	Per Pay Period	
PhD, Equivalent	\$100	Per Pay Period	
Bilingual I	\$12	Per Pay Period	Fluent, infrequent job use
Bilingual II	\$45	Per Pay Period	Fluent, frequent job use, regularly translates (multiple times per week) due to job assignment
On Call	\$25	Per Day	See Chapter 5, Section 5
Assignment Pay	Varies	Per Pay Period	Additional hourly or salary differential when performing additional duties of a similar or higher pay classification on a temporary basis (i.e. vacancy, long-term leave of absence, etc.)