



**Civil Service**

**TO: Qualified Applicants**  
**FROM: Christi Klyn, Civil Service Director**  
**SUBJECT: Civil Service Examination for Fire Fighter Trainee**  
**DATE: January 28, 2021**

This serves as notice that a Civil Service Examination for Fire Fighter Trainee will be given on **Saturday, March 27, 2021** to establish eligibility for employment with the City of Wichita Falls Fire Department. Those applicants who successfully complete the Civil Service Examination for Fire Fighter Trainee will immediately participate in the Physical Agility test.

Applicants **MUST** submit a **Personal History Statement** on the testing date **prior to** taking the Civil Service Exam for Fire Fighter Trainee. Personal History Statements will **NOT** be accepted after the test has been administered on **March 27, 2021**. **Failure to meet this deadline will result in disqualification for this testing cycle.**

**TITLE POSITION:** Fire Fighter 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, March 20, 2021**. Applications may be submitted via the City of Wichita Falls employment web-site at **<https://munisweb.wichitafallstx.gov/MSS/employmentopportunities>**

**EXAMINATION:** Fire Fighter Trainee Entrance Examinations will be administered on **Saturday, March 27, 2021 at 8:00 a.m. at the City of Wichita Falls Public Safety Training Center located at 710 Flood St, Wichita Falls, TX 76301.**

**The written exam is immediately followed by a Physical Agility test to be administered at the Fire Training Field located at 1300 Harding Street, Wichita Falls, TX 76301.**

**For those passing both the written exam and Physical Agility test, Ergometrics Testing will be administered on Sunday, March 28, 2021, at 8:00 a.m. at the Public Safety Training Center located at 710 Flood Street, Wichita Falls, TX 76301.**



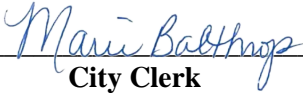
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**COVID-19 prevention requirements such as facemasks, social distancing, hand sanitizing, and additional precautions will be mandatory at each examination event. Additional information related to these requirements will be shared prior to and the day of testing.**

As set forth 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 one year, from March 27, 2021 until March 27, 2022.

I certify that the above notice of testing was posted on the bulletin board at Memorial Auditorium, Wichita Falls, Texas on the 29<sup>th</sup> day of January, 2021, at 1:30 o'clock p.m.

  
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**City Clerk**