

# **Pampa Fire Department**

## **New Recruit Information**

**Goal:** To keep current a list of potential candidates for fulfilling firefighter vacancies as soon as is possible.

### **STATEMENT**

\*\*\*The City of Pampa adheres to the requirements of The Texas Commission of Fire Protection, as such all members are required to be TCFP Certified Firefighters. Furthermore The City of Pampa requires fire suppression personnel be licensed with the Texas Department of State Health as EMT-Basics at a minimum. Due to these mandated requirements applicants who meet these criteria are preferred. However, if you do not meet these requirements, you are not excluded from this process. On occasion The Pampa Fire Department has opted to place recruits into a regional fire academy/ EMT-B course, thus allowing them to obtain the required certifications. With that understanding, any investment made in you by The Pampa Fire Department is expected to be repaid via hard-work, dedication, and commitment to the city we serve.\*\*\*

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### **REQUIREMENTS**

**To be considered for employment any prospective candidates must:**

- Be 18 years of age
- Possess a high school diploma or GED
- Be TCFP and TDSHS-EMT Certified (preferred) or Certifiable
- Pass the written entrance exam
- Pass the Physical Agility Test
- Pass pre-employment drug screen and physical examinations
- Pass background checks and interviews
- Have or possess the ability to obtain a Class B Drivers License
- Reside, or be willing to reside, within an area that will permit reporting to the employee's principal point of duty (Pampa Central Fire Station) within 30 minutes from the time such call is received.

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### PHYSICAL AGILITY TEST

The agility test is performed wearing a full compliment of fire service personal protective equipment, excluding SCBA face piece and turnout boots. Time to successfully complete the test is 5 minutes or less.

#### **Task 1: High Rise Stair Climb**

Carry a hose pack (2 – 50 foot sections of 1.5 inch hose), to the 3<sup>rd</sup> floor of the drill tower.

#### **Task 2: Hoisting**

With the aid of a utility line, the applicant will pull with a hand over hand motion, a 50 foot donut roll of 2-1/2 inch hose up and onto the third floor.

#### **Task 3: Forcible Entry**

Use 8 lb. Sledge hammer and drive beam past mark on sled.

#### **Task 4 : 1.75 Inch Charged Hose Advance**

Pick up nozzle end of 150 foot charged 1.75 inch hose and advance the hose 100 feet.

#### **Task 5: Victim Rescue**

Carry and/or drag training dummy a distance of 100 feet.

**Tasks are abbreviated for informational purposes only.**

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### **PAY**

**Starting pay:** \$2,760 monthly, with step increases every year for 5 years.  
(\*\*\*Academy Recruits receive 75% of starting pay at \$1,911 monthly\*\*\*)

**Starting pay for Equipment Operator:** \$3,442 monthly, with step increases every year for 4 years.

**Starting pay for Captain:** \$4,068 monthly, with step increases every year for 4 years.

**There is also a skill based pay plan, which pays:**

- \$75 monthly for an associate degree
- \$100 monthly for a bachelor degree
- Firefighter intermediate: \$60 monthly
- Firefighter advanced: \$90 monthly
- Master Firefighter: \$150 monthly

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### **BENEFITS**

**Holidays** – Fire personnel accrue Holiday Leave at a rate of one day per every 36, which equates to 10 holidays per year. This time does not carry over.

For Fire Department purposes this could represent five 24 hour shifts.

*One Holiday or Vacation day = 12 hr.*

**Vacation days** – New recruits accrue Vacation Leave at a rate of 15 hours monthly and can amass a total of 180 hours of Vacation Leave per year. Unused vacation hours are allowed to carry over into the next year.

Upon completing 6 months of employment recruits will have banked 90 hours, which can then be scheduled and taken with approval of the shift Captain. *No Vacation Leave will be authorized prior to this benchmark.*

**Sick leave** – New recruits accrue Sick Leave at a rate of 15 hours monthly. There is no limit to the amount of Sick Leave that may be amassed.

*Upon retirement you are paid up to 1,080 hours for sick leave (If available).*

**Insurance** – United Healthcare health insurance, IMS Dental insurance, and Eye-Med Vision plan. There are also opportunities for accidental death/dismemberment and cancer plans. The City of Pampa automatically provides \$10,000.00 of basic life, AD&D and LTD insurance at no cost to the employee.

**Retirement** – TMRS 7% of gross salary, with a 2 to 1 dollar match by the City upon retirement. 457 deferred compensation supplemental retirement plan with The Hartford is also available. You are vested with the City after 5 years of employment.

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### SCHEDULE

Candidates are to be advised that the Pampa Fire Department work schedule is comprised of a three-day tour of duty.

For these purposes a **DUTY SHIFT** is 24 hours in length.

With a **TOUR** being comprised of three duty shifts.

Online personnel are divided into three separate companies (A, B, C Shift), which rotate through this format. Example...

Dec-15						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Red = A Shift

Blue = B Shift

Green = C Shift

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### **FIRE ACADEMY**

Candidates whom lack the required Texas Commission on Fire Protection certification are advised that should a job offer be extended ascertaining this training will be contingent on continued employment. Various outlets exist to obtain this qualification such as through online coursework or in some instances, an on-site fire academy, typically three months in duration. It should be noted that these academies are very intensive and are often offered in communities far from The City of Pampa. The Fire Chief has the ultimate decision as to where and how this training is facilitated.

### **EMT-Basic Certification**

While not as intensive as a Fire Academy, the same statement shall apply to the candidates pursuit of EMT-B certification.

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### APPLICATION PREPARATION

- You will notice there are 2 papers to be notarized, make sure that they are completed upon return of the application.
- Follow the directions. If copies of paperwork are needed, make sure they are submitted.
- The “Letter of Intent” must be filled out and delivered to Captain Kasey Presson on or before the stated deadline.

In Person –            203 W. Foster  
                                 Pampa, TX 79065

By Mail –                P.O. Box 2499  
                                 Pampa, TX 79066

By E-Mail –             [FDTO@cityofpampa.org](mailto:FDTO@cityofpampa.org)

(This notice of intent to test is simply a card with your information on it so that PFD can verify your ID and get an accurate number of applicants for test ordering purposes.)

- Be sure to print legibly.

**ALL DOCUMENTS IN YOUR PACKET MUST BE CORRECTLY FILLED OUT AND WILL BE ACCEPTED AT THE CONCLUSION OF TESTING.**



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### NEW RECRUIT LIST PREPARATION

The New Recruit List is compiled based on an average of three criteria.

1.) The candidates written entrance exam score.

2.) A numerical score extrapolated from the candidate's physical agility times.

2.5 - 3 Minutes = 100 points

3 - 3.5 Minutes = 98 points

3.5 - 4 Minutes = 96 points

4 - 4.5 Minutes = 94 points

4.5 - 5 Minutes = 92 points

5 Minutes or more = Failure

3.) An average of the candidate's Interview Board Scores. (With lowest thrown out.)

\*\*\*5 Bonus points each are given (after average) for TCFP and EMT certifications\*\*\*

\*\*\*Any job offer extended is at ultimate discretion of the Fire Chief\*\*\*