City of Weslaco

"The City on the Grow"

David Suarez, Mayor
John F. Cuellar, Mayor Pro-Tem, District 2
David R. Fox, Commissioner, District 1
Olga M. Noriega, Commissioner, District 3
Gerardo "Jerry" Tafolla, Commissioner, District 4
Lupe V. Rivera, Commissioner, District 5
Fidel L. Peña III, Commissioner, District 6

Leonardo Olivares, City Manager

February 10, 2014

Re: Civil Service Entrance Examination

Dear Prospective Firefighter Applicant:

You have requested to take the Weslaco Civil Service Entrance Examination for Firefighter. You are scheduled to take the examination on **Friday, March 21, 2014**, at the Weslaco City Hall, Legislative Chamber, 255 South Kansas, Weslaco, Texas 78596. Pre-registration will begin at 8:30 a.m. Applicants must register with the Civil Service Director or designee 15 minutes prior to the commencement of the examination. Doors close at 8:45 a.m. No one will be admitted after this time. A picture I.D. (valid driver's license or passport) must be presented. The attached Acknowledgment Form must be received by the Human Resources/Civil Service Department no later than 5:00 p.m. on **Friday, March 14, 2014.**

Minimum qualifications include a High School Diploma or GED. Applicant must be a U.S. Citizen and must be at least 18 years of age and no older than 35 years of age. Applicants are to be in good physical condition, must be able to pass the agility test and be able to read and write the English language. Among those who successfully pass the examination, graduates of an accredited fire academy will be given preference in hiring.

As vacancies become available in the Fire Department, the Fire Chief will request the top three names on the Eligibility list. These individuals will then go through a formal, extensive and rigorous applicant selection process. The selection consists of oral interviews, a physical agility test, background investigation, physical examination and mental evaluation. Unless there is a valid reason, the person with the highest grade will be appointed.

The test consists of multiple choice questions covering vocabulary skills, reading comprehension, mathematics, deductive reasoning, logic, and common sense. You must achieve a passing score of 70 or greater to be placed on the Eligibility List. Upon successfully receiving a passing score on the examination, in addition to receiving 5 points for Veterans providing proof of their Honorable Discharge,

Applicants will receive the following additional points: 1 point for proof of EMT Basic Certification; 3 points for proof of EMT Intermediate Certification; 5 points for proof of EMT Paramedic Certification; and 5 points for TCFP FF Certification or certifiable immediately upon being hired. No points are awarded for any grade below 70. Upon passing the written portion of the test, the Physical Agility Test will take place the same day at 1:30 pm at the Fire Department, Station 3.

If you meet the minimum requirements and desire to test, please detach and return the bottom of this sheet no later than Friday, March 14, 2014. If you have any questions, please call (956) 968-3181, Ext. 3139.

Veronica Ramirez
Civil Service Director

(Detach here)

ACKNOWLEDGMENT FORM

I, _____, have read the information provided. Furthermore, I meet the minimum requirements and desire to take the Weslaco Civil Service Entrance Examination for Firefighter on **Friday, March 21, 2014, at 9:00 a.m.** I understand that I must provide proof of identify and that I must register with the Civil Service Director or his designee 15 minutes prior to the commencement of the examination.

_____ _____

Date **Signature**

This Original Acknowledgment Form must be received by the Human Resources/Civil Service Department by no later than 5:00 p.m. on Friday, March 14, 2014. This Acknowledgment Form may be dropped off in person or mailed to:

City of Weslaco
Attn: Civil Service
255 South Kansas Avenue
Weslaco, Texas 78596