Austin Fire Department
2013 Employment Process Summary

The following is a brief overview of the employment process for Fire Cadet for the Austin Fire Department.

1. Application Information

Applications for Fire Cadet will be accepted online April 7-10, 2013. Applications will be accepted online only. Incomplete applications will not be accepted.

2. Minimum Qualifications

In order to be considered for the position of Fire Cadet, applicants will be required to meet the following minimum qualifications, on or before **May 13, 2013**:

- Must be at least 18 years of age but not 36 years of age or older,
- Must be able to read and write English,

AND

- Must have at least 15 credit hours, with a GPA of at least 2.0, from an accredited 2 or 4 year college or university.

3. Entrance Exam

Candidates who meet the minimum qualifications will be allowed to sit for the entrance exams.

The following entrance exam date is subject to change depending on the number of applications received or other unforeseen situations:

- Monday, May 13, 2013

4. Structured Oral Interview

Candidates will also be required to participate in a Structured Oral Interview.

- **TBD (Summer of 2013)**

5. Test Scoring

We are still in the process of test development. Additional information will be posted as it becomes available.

6. Military Points

Applicants who qualify for Military points will have three bonus points added to their composite test score. To qualify for military points, a candidate must have been Honorably Discharged and submit a DD214 demonstrating at least 180 days of Active Duty Status. **No other discharge status will be accepted.**

7. Initial Ranked List

An applicant's composite test score, plus military points (if applicable), will determine his/her place on the Initial Ranked List.

Based on the projected hiring needs of the department, candidates from the Initial Ranked List

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will be invited to participate in the next phases of the process.

8. Candidate Physical Ability Test© (CPAT) (Pass/Fail)

The Candidate Physical Ability Test© (CPAT) is an obstacle course that consists of eight occupational-related events.

AFD will accept CPAT completion certificates (or letters) from **fully licensed** CPAT jurisdictions for tests completed on or after September 1, 2012. Click here to see a list of the IAFF/IAFC licensees. CPAT certificates or pass letters must include the candidate's name, the date of the test and a statement that the candidate passed the test. Certificates for tests taken prior to September 1, 2012 and certificates issued by a limited licenses jurisdiction will not be accepted.

9. Treadmill Fitness Evaluation (Pass/Fail)

Candidates will be tested on their general physical fitness by participating in a timed treadmill test.

10. Conditional Offer to Hire

Individuals receiving a conditional offer to hire must successfully complete several additional employment process components, including:

- Background Investigation
- Psychological Assessment
- Medical Assessment

Candidates must pass all components of the employment process in order to be considered for placement on the Final Ranked Eligibility List.

11. Final Ranked Eligibility List

The final product of the employment process is a Final Ranked Eligibility List. Candidates will be hired in rank order from the Final Ranked Eligibility List. The final eligibility list is valid for 12 months from the date of posting by the Civil Service Office, as required by Texas Local Government Code 143.