



Irving Fire Department Tentative Fire Prevention Specialist Hiring Schedule

November 23, 2019	Entrance Exam and Physical Agility Test (PAT for those who Pass the Entrance Exam) – Applicants should wear fitness attire and running shoes.
November 25-26, 2019	Polygraphs (Top 10 applicants)
December 2, 2019	Paperwork due at Fire Administration Bldg. by 5:00pm (Top 10 applicants)
December 9-10, 2019	Interviews (Top 10 applicants)
December 11, 2019	Psychological Exam & Fingerprinting (1 Applicant)
December 30, 2019	Hire Date for new Fire Prevention Specialist
January 1, 2020	Paid City Holiday
January 2, 2020	Orientation for Peace Officer School
January 6, 2020	Peace Officer School Starts

With the exception of the Entrance Exam and Physical Agility Test on November 23, 2019, all other dates are subject to change.

The following documentation is required to be hired as an Irving Fire Prevention Specialist. It is recommended that you start requesting/collecting the following documentation **immediately**.

- Copy of Social Security Card
- Original Certified Copy of Birth Certificate (No Photo Copy)
- Copy of Valid Texas Driver License
- Copy of High School Diploma or GED
- Sealed Original Certified Copy of College Transcript, if applicable (No Photo Copy)
- Copy of College Diploma, if applicable
- Copy of DD-214, if applicable. Must possess an honorable discharge.
- Original Certified Copy of Naturalization Papers, if applicable (No Photo Copy)
- Copy of Current Proof of Automobile Liability Insurance