

## Tulsa Fire Department Candidate Testing Procedures

- Sign-up for the Fire Department's written test will be through the City of Tulsa Employment Office only.
- The Physical Agility Testing (P.A.T.) practice will only be held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month from 3 p.m. to 6 p.m.
- To participate in the P.A.T. practice, the written test must be completed and a signed release turned in.
- No candidate is allowed to practice the P.A.T. unless a representative from the Tulsa Fire Department Recruitment Office is present.
- The P.A.T., SOA/structured interview and BIQ/Chief's interview will be scheduled by City of Tulsa Human Resources.
- To participate in the P.A.T. a completed Background Investigation Questionnaire (BIQ) packet must be submitted. If the packet is not turned in at this time the candidate must reschedule the P.A.T. test for the next quarterly testing period. Non-participation in two consecutive P.A.T. schedules will result in the candidate starting the testing process over with the written test.
- **Each candidate must arrive at each appointment (WRITTEN EXAM, PAT/Physical Agility Test, SOA/Structured interview and BIQ/Chief's interview) at least 30 minutes prior to their scheduled appointment.**
- A candidate that does not show up or cancels without giving 24 hour notice to any portion of the test process must wait 6 months to be eligible to reenter the testing process with the written test.
- Any questions regarding these procedures and rules should be directed to the Police and Fire Testing Coordinator in Human Resources.

I have read the above testing procedures and understand that failure to follow these procedures may result in my elimination from the Tulsa Fire Department testing process.

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PRINTED NAME

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DATE

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SIGNATURE