Fire alarm technician

Interview scorecard

CANDIDATE

INTERVIEWER AND DATE

COMPANY AND OPENING

Record the person's own work and the evidence behind each answer. Use the same questions for candidates being considered for the same opening.

0 No example / 1 Needs close support / 2 Works independently / 3 Can lead and train

01 Describe a device or module installation. What circuit was it on, and how did you verify it?

Listen for: Actual SLC, NAC or zone work, manufacturer-specific wiring, device identity/address, labels and checked drawings.

Evidence rating ☐ 0 ☐ 1 ☐ 2 ☐ 3

02 Tell us about a ground fault, open circuit or recurring trouble you diagnosed.

Listen for: Panel indication and circuit scope, drawings and approved diagnostic checks, isolated cause, repair and verification without bypassing a fault.

Evidence rating ☐ 0 ☐ 1 ☐ 2 ☐ 3

03 How did your last system distinguish alarm, supervisory and trouble events?

Listen for: Specific examples from that panel and the required indications or reporting; these conditions are not interchangeable.

Evidence rating ☐ 0 ☐ 1 ☐ 2 ☐ 3

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04 What must be arranged before testing devices or interfaces in an occupied building?

Listen for: Owner and monitoring coordination, authorized impairment/test plan, affected interfaces and occupants, and confirmed restoration.

Evidence rating ☐ 0 ☐ 1 ☐ 2 ☐ 3

05 Show how you record a failed device test and its eventual correction.

Listen for: Device and circuit identity, expected/observed results, deficiency owner, repair/retest evidence and remaining incomplete tests.

Evidence rating ☐ 0 ☐ 1 ☐ 2 ☐ 3

Evidence ratings

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Before the offer

Assess installation, programming and inspection experience separately. Verify qualifications for the actual jurisdiction and duty; a NICET level or manufacturer badge does not prove every assignment.

EVIDENCE OR CREDENTIALS TO VERIFY

NEXT STEP AND PERSON RESPONSIBLE

Role guidance and editable job description