

CIVIL SERVICE COMMISSION

NOTICE OF EXAMINATION FOR FIRE ALARM OPERATOR (Pay Grade IV)

Examination Date: September 30, 2021, beginning at 9:00 am;

Location of Examination: M.C.C Emergency Services Education Center (Rm. #148); 7601 Steinbeck Bend Road.

NOTICE OF THE CIVIL SERVICE PROMOTIONAL EXAMINATION TO CREATE AN ELIGIBILITY LIST FOR APPOINTMENTS TO THE POSITION OF FIRE ALARM OPERATOR (Pay Grade IV) IN THE FIRE DEPARTMENT OF THE CITY OF WACO, TEXAS.

The Fire Fighters' and Police Officers' Civil Service Commission will hold an open, competitive examination from which appointments may be made to the position of **Fire Alarm Operator** (Pay Grade IV) in the Waco Fire Department. The test will be conducted on **Thursday, September 30, 2021 at 9:00 a.m.** in the **M.C.C Emergency Services Education Center (Rm. #174); 7601 Steinbeck Bend Road.**

The following persons are eligible to apply to take the examination:

1. Beginning **August 9, 2021**, persons who have held the position of **Fire Station Lieutenant** (Pay Grade IV), **Fire Training Lieutenant** (Pay Grade IV) or **Fire Inspection Lieutenant** (Pay Grade IV), which are in the same pay grade as the position of Fire Alarm Operator (Pay Grade IV), as provided in Local Rule 12.5, are eligible to sign up for the Fire Alarm Operator examination.
2. Also beginning **August 9, 2021**, persons who have at any time continuously held for at least **two (2) years** the position of **Fire Equipment Engineer** (Pay Grade II) or **Fire Prevention Specialist** (Pay Grade II), which are now the next lower classifications in salary within the Fire Department, as provided in Sec. 143.030(d), since there are no authorized positions in the classification of Fire Prevention Inspector (Pay Grade III), are eligible to sign up for the position of Fire Alarm Operator (Pay Grade IV).
3. If fewer than **three (3)** have applied to take the examination by **4:30 p.m.** on **September 1, 2021**, the following persons shall be **added** to those who may file applications for this test: persons who have held for **less than two (2) years** the position of **Fire Equipment Engineer** (Pay Grade II) or **Fire Prevention Specialist** (Grade II).
4. If fewer than **three (3)** persons have applied to take the examination by **4:30 p.m.** on **September 13, 2021**, the following persons shall be **added** to those who may file applications for this test: persons who have held continuously for at least **two (2) years** the position of **Fire Fighter** (Pay Grade I).

Whether an individual has two (2) years experience will be determined by using the date on which the examination is to be held.

All applications to take the test must be submitted by 4:30 p.m. on September 21, 2021.

Applications to take the test must be delivered to the office of the Director of Civil Service in the Human Resources Office on the First Floor of Waco City Hall, located at 3rd Street and Austin Avenue, Waco, Texas. **All applications to take the examination must be in writing** to the Director of Civil Service, stating the applicant's desire to take the examination, the classified position held by the applicant which qualifies the applicant for the test, the dates during which the applicant held that classified position, the applicant's total number of years of service in the Waco Fire Department, and the applicant's mailing address (including zip code).

Examination questions will be taken from the following sources:

IFSTA - Fire Prevention Applications for the Company Officer 1st edition

ISBN 978-87939-384-7

<https://www.ifsta.org/shop/fire-prevention-applications-company-officers/36854>

- **Chapters 1, 4, 5, 6, 7, 8, 9, 12, 13, and 14**

IFSTA – Fire and Emergency Services Instructor 9th edition

ISBN 978-0-87939-696-1

<https://www.ifsta.org/shop/fire-and-emergency-services-instructor-9th-edition/36342>

- **Chapters 1 – 10 (Fire Instructor I curriculum)**

Waco Fire Department Emergency Operations Manual (11-02-20 version)

[https://intranet.waco-texas.com/cms-fire/userfiles/file/EOM%2011-02-20\(1\).pdf](https://intranet.waco-texas.com/cms-fire/userfiles/file/EOM%2011-02-20(1).pdf)

IFSTA- Fire and Emergency Services Company Officer 6th Edition

ISBN 978-0-87939-650-3

<https://www.ifsta.org/shop/fire-and-emergency-services-company-officer-6th-edition/36645>

Professional Pride Publishing - 9-1-1 Emergency Communications Manual Police-Fire-Medical 6th Edition

ISBN 1-882960-33-5

<https://www.911trainer.com/product/911-emergency-communications-manual/>

- **Chapters 1-3, 5, 7-8, 10**

Waco Fire Department Rules and Regulations – July 2020

<https://intranet.waco-texas.com/cms-fire/userfiles/file/IB%202020-042%20-WFD%20Rules%20and%20Regulations%20Attachment%2006-29-2020.pdf>

Collective Bargaining Agreement Between the City of Waco and the Waco Professional Firefighters Association Local 478 for Fiscal Years

October 1, 2019- September 30, 2023

<https://intranet.waco-texas.com/cms-fire/userfiles/file/Final%202019%20Contract.pdf>

This Notice is Being Posted
at Waco City Hall on the
9th Day of August, 2021
at 2:00 AM/PM


Missie Pustejovsky, Director of Civil Service