

**NOTICE OF CIVIL SERVICE EXAMINATION
FOR POLICE SERGEANT (GRADE II)**

The Firefighters' and Police Officers' Civil Service Commission will hold an open, competitive examination for **Grade II Police Sergeant**. The written test will be conducted as the initial part of the alternate promotional system approved for this grade. The test will be conducted on **Thursday, May 16, 2019, at 9:00 a.m.** in Room #174 of the M.C.C. Emergency Services Education Center located at 7601 Steinbeck Bend Road, Waco, TX.

Candidates passing the written test with a minimum score of 70 will move on to the Assessment Center portion of the examination. The Assessment Center will be conducted by Steve Griffith Consulting on **Friday, May 31, 2019**, at the M.C.C. Emergency Services Education Center and will start at **8:00 a.m.**

Candidates will be placed on an eligibility list according to their total score, highest to lowest, derived from the combination of the following – Written Exam @ 60 points, Assessment Center @ 40 points, Seniority @ a maximum of 10 points, Military Service with Honorable Discharge or Associate's Degree @ 1 point, Bachelor's Degree or Master Peace Officer License @ 2 points and Master's Degree @ 3 points (total maximum score 113).

In order to take the examination, officers must have held a continuous position as a commissioned Police Officer (Grade I) for two (2) or more years in the City of Waco Police Department immediately prior to the date of the examination, and also have a minimum of five (5) years as a commissioned officer in the Waco Police Department prior to the date of the exam, or to officers hired who have five (5) years or more experience with the Texas Department of Public Safety as a State Trooper, a Texas County Sheriff's Office in a County with a population of 50,000 or more as a County Deputy, or a Texas City police department in a City with a population of 50,000 or more as a police officer, and who otherwise meet the qualifications for the Waco Police Department, and have held a continuous position as a commissioned Police Officer (Grade I) for two (2) or more years in the City of Waco Police Department immediately prior to the date of the examination.

Applications must be made in writing to the Director of Civil Service, stating the applicant's desire to take the examination, the total number of years of service with the City of Waco Police Department and appropriate mailing address, including Zip Code.

Applications for the exam must be received by no later than **4:30 p.m. on Thursday, May 9, 2019**, and delivered in person to the Office of the Director of Civil Service at 3rd and Austin Avenue, City Hall, Waco, Texas.

Questions may be taken from the following sources:

Harry W. More and Larry S. Miller. **Effective Police Supervision** 8th Edition, Routledge Publishing Co., 2017. ISBN-13: 978-1138225183.

Darrell Ross. **Civil Liability in Criminal Justice** 7th Edition, Routledge Publishing Co., 2018. ISBN-13: 978-0323356459.

Edwin Delattre. **Character and Cops: Ethics in Police** 6th Edition, American Enterprise Institute Press, 2011. ISBN-13: 978-0844772257.

Waco Police Department General Orders

10.01 Code of Conduct. Effective Date: 06/17/2011

23.04 Outside Employment. Effective Date: 01/01/2011

31.02 Officer's Response to Aggressive, Resistant, or Uncooperative Persons.

Effective Date: 06/22/2018

31.03 Emergency Vehicle Operations. Effective Date: 08/20/2018

45.01 Professional Standards and Conduct. Effective Date: 11/09/2011

Texas Criminal and Traffic Law Manual with related statutes. 2017 – 2018 Edition.

LexisNexis Publications (issued to all WPD Officers)

Note: Candidates are responsible only for those portions of the Penal Code, Code of Criminal Procedure, Family Code, Transportation Code, Alcoholic Beverage Code, and Health and Safety Code described below:

Penal Code

Chapter 6 6.01 – 6.04

Chapter 7 7.01 – 7.03

Chapter 8 8.06

Chapter 9 9.01 – 9.63

Chapter 12 12.21 – 12.35

Chapter 15 15.01 – 15.031

Chapter 19 19.01 – 19.06

Chapter 20 20.01 – 20.05

Penal Code Cont.

Chapter 20A 20A.01 – 20A.02

Chapter 21 21.01 – 21.16

Chapter 22 22.01 – 22.10

Chapter 25 25.01 – 25.10

Chapter 28 28.01 – 28.08

Chapter 29 29.01 – 29.03

Chapter 30 30.01 – 30.07

Chapter 31 31.01 – 31.04; 31.06 – 31.11; 31.15; 31.16

Chapter 32 32.21 – 32.41; 32.47; 32.51

Chapter 33 33.02 – 33.021

Chapter 34 34.01 – 34.02

Chapter 35 35.01 – 35.02

Chapter 36 36.01 – 36.10

Chapter 37 37.01 – 37.12

Chapter 38 38.01 – 38.18

Chapter 39 39.01 – 39.06

Chapter 42 42.01 – 42.14

Chapter 43 43.01 – 43.27

Chapter 46 46.01 – 46.15
Chapter 48 48.01 – 48.02
Chapter 49 49.01 – 49.08
Chapter 71 71.01 – 71.022

Code of Criminal Procedure

Chapter 2 2.12; 2.13 – 2.15
Chapter 5 5.01 – 5.08
Chapter 6 6.05 – 6.07
Chapter 12 12.01 – 12.02; 12.05
Chapter 14 14.01 – 14.06
Chapter 15 15.24 – 15.27
Chapter 17 17.291 – 17.292
Chapter 18 18.01 – 18.11; 18.16; 18.22
Chapter 38 38.21; 38.22(only Sections 1 – 5); 38.23; 38.34
Chapter 49 49.07; 49.22

Family Code

Chapter 51 51.01 – 51.031; 51.09; 51.095
Chapter 52 52.01; 52.015; 52.025; 52.026
Chapter 58 58.001 – 58.0022
Chapter 71 71.001 – 71.007

Transportation Code

Driving While License Invalid 521.457
Fleeing Police Officer 545.421
Officer's Accident Report 550.062
Accidents 550.021 – 550.062

Alcoholic Beverage Code

Chapter 106 106.01 – 106.09

Health & Safety Code

Chapter 481 481.121; 481.1245; 481.125; 481.134


Missie Pustejovsky, Director of Civil Service