

November 30, 2017

**FIREFIGHTERS' AND POLICE OFFICERS'
CIVIL SERVICE COMMISSION**

**NOTICE OF SOURCES FROM WHICH QUESTIONS FOR FUTURE
PROMOTIONAL EXAMINATIONS FOR FIRE STATION LIEUTENANT
(GRADE IV-A) WILL BE TAKEN.**

This notice cancels all previous notices regarding sources for promotional examination questions for the Fire Station Lieutenant (Grade IV-A) position, and questions for future promotional exams will be taken from the following sources:

From Buddy to Boss: Effective Fire Service Leadership.

Chase Sargent. Fire Engineering, 2006.
ISBN-13: 978-1593700751 / ISBN10 1-59370-075-X

Brannigan's Building Construction for the Fire Service (Enhanced 5th Edition).

Glenn P. Corbett & Francis L. Brannigan. Jones & Bartlett Learning, 2016.
ISBN-13: 978-128413613-5 / ISBN10 128413613-2

Pride and Ownership: A Firefighter's Love of the Job.

Rick Lasky. Fire Engineering, 2006.
ISBN-13: 978-159370078-2 / ISBN-10: 159370078-4

Fire and Emergency Services Company Officer (5th Edition).

IFSTA. 2014.
ISBN: 978-0-87939-564-3 (Chapters 1 through 11 ONLY).

**City of Waco Policies and Procedures (Administrative Section). Delete ADM-5,
ADM-7, and ADM-13**

ADM-1	<u>Equal Employment Opportunity</u>	Revised	03-02-16
ADM-2	<u>Harassment Free & Non-Discrimination</u>	Revised	11-21-16
ADM-3	<u>Nepotism</u>	Revised	04-13-06
ADM-4	<u>Alcohol and Controlled Substance Abuse</u>	Revised	04-17-15
ADM-6B	<u>Smoke/Tobacco Free Workplace</u>	Issued	02-01-95
ADM-8	<u>Ethical Conduct</u>	Revised	08-15-17
ADM-9	<u>Investigation of Fraudulent Activities</u>	Revised	05-30-17
ADM-10	<u>Employee and Department Request for Grants from Outside Agencies and Organizations</u>	Revised	07-11-16
ADM-11	<u>Standards of Conduct</u>	Revised	11-21-16
ADM-12	<u>Electronic Media & Internet Usage</u>	Revised	05-30-17

ADM-14	<u>Employee Behavior During Elections</u>	Issued	04-17-15
ADM-15	<u>Social Media</u>	Issued	04-04-16
ADM-16	<u>Donation Policy</u>	Issued	11-21-16
ADM-17	<u>Unmanned Aircraft</u>	Issued	05-30-17
ADM-18	<u>Public Information Policy</u>	Issued	08-29-17



Missie Pustejovsky, Director of Civil Service

Posted at Waco City Hall on Thursday, November 30, 2017 at 3:30 a.m. (p.m.)