

CIVIL SERVICE COMMISSION

NOTICE OF EXAMINATION FOR FIRE CAPTAIN (Pay Grade V)

The Firefighters' and Police Officers' Civil Service Commission will hold an open, competitive examination for **Fire Captain Suppression (Pay Grade V)**. 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 **September 10, 2020, at 9:00 a.m.** in Room #174 of the McLennan County College Emergency Services Education Center (ESEC) 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 Dennis A. Joiner & Associates on **October 9, 2020**.

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 @ 40 points, Assessment Center @ 60 points, Seniority @ a maximum of 5 points, Education @ a maximum of 3 points (total maximum score 108).

Pursuant to this posting, the following persons shall be eligible to apply to take this examination:

Immediately upon the posting of this notice (**August 6, 2020**), the following persons may file applications to take the test: persons who have held the positions of **Fire Captain Training (Pay Grade V)** or **Fire Captain Prevention (Pay Grade V)**, which are in the same pay grade of Fire Captain Suppression (Grade V) under the Classification plan for the Fire Department, as provided in Local Rule 12.5.

Immediately upon the posting of this notice (**August 6, 2020**), the following persons may file applications to take the test: persons who have at any time held continuously for at least **two (2) years** the position of **Fire Station Lieutenant (Pay Grade IV)**, **Fire Inspection Lieutenant (Pay Grade IV)** or **Fire Alarm Operator (Pay Grade IV)** which are the positions at the next lower pay grade to the Fire Captain (Pay Grade V) under the classification plan for the Fire Department, as provided in Texas Local Government Code Section 143.030(c).

If fewer than **three (3)** persons submit applications to take the test by **4:30 p.m.** on **August 25, 2020**, the following persons shall be **added** to those who may file applications for this test: persons who have held continuously for **less than two (2) years** the position of **Fire Station Lieutenant (Pay Grade IV)**, **Fire Inspection Lieutenant (Pay Grade IV)** or **Fire Alarm Operator (Pay Grade IV)** under the classification plan for the Fire Department, as provided in Texas Local Government Code Section 143.030(c).

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 8, 2020.

Applications to take the test must be delivered to the office of the Director of Civil Service in the Human Resources Department 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:

Step Up and Lead, 2013, Frank Viscuso, PennWell Corporation, ISBN 978-1-59370-308-0
<https://www.amazon.com/Step-Up-Lead-Frank-Viscuso/dp/1593703082>

Fire Officer's Handbook of Tactics (4th Edition), 2012. John Norman, PenWell Corporation, ISBN 978-1593702793.

https://www.amazon.com/Fire-Officers-Handbook-Tactics-Engineering/dp/1593702795/ref=pd_sim_b2b_44?encoding=UTF8&pd_rd_i=1593702795&pd_rd_r=0881a471-edd9-11e8-8842-7d002f82d6fa&pd_rd_w=1k97h&pd_rd_wg=VExPC&pf_rd_i=desktop-dp-sims&pf_rd_m=ATVPDKIKX0DER&pf_rd_p=0b6f8745-66e2-4766-8b44-154b13ee4892&pf_rd_r=GAAWQHE68N5XTS303F08&pf_rd_s=desktop-dp-sims&pf_rd_t=40701&pssc=1&refRID=GAAWQHE68N5XTS303F08

Fire and Emergency Services Company Officer (5th Edition). IFSTA. 2014.

ISBN: 978-0-87939-564-3 (Chapters 12-17).

<https://www.firebooks.com/products/fire-and-emergency-services-company-officer-5th-edition>

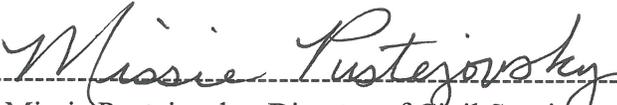
Fix Your Firehouse: 7 Strategies That Produce a Winning Team, 2017, John Lovato Jr., ISBN 978-1-910600-07-8.

<https://www.amazon.com/Fix-Your-Firehouse-strategies-produce/dp/1910600075>

THE NFPA URBAN FIRE AND LIFE SAFETY TASK FORCE:

COMMUNITY RISK REDUCTION: DOING MORE WITH MORE

<https://www.nfpa.org/-/media/Files/Public-Education/By-topic/Urban/Urban-Task-Force/UrbanPaper2016.ashx?la=en> FREE DOWNLOAD


Missie Pustejovsky, Director of Civil Service

**This Notice is Being Posted
at Waco City Hall on the
10th Day of August, 2020
at 4:30 AM/PM**