CITY OF AUSTIN

FIREFIGHTERS', POLICE OFFICERS'
AND EMERGENCY MEDICAL SERVICES PERSONNEL'S
CIVIL SERVICE COMMISSION

REVISED
NOTICE OF WRITTEN EXAMINATION AND SOURCE MATERIALS LIST
FOR THE RANK OF

FIRE LIEUTENANT

DATE: March 25, 2019

TIME: 9:00 AM

PLACE: Palmer Events Center
                900 Barton Springs Road, 2ⁿᵈ Floor
                Austin, Texas 78704

ELIGIBILITY REQUIREMENT: This written promotional examination shall be held in accordance with the Civil Service law and rules, and shall be open to any firefighter who at any time has continuously held, for at least two (2) years, a position in the Fire Specialist classification for which the examination is held.

ELECTRONIC REGISTRATION FOR WRITTEN EXAMINATION: As required by Civil service Commission Rule 7.06, all eligible candidates who intend to take the examination **MUST** register.

Candidates will now signup for examinations electronically at http://signup.com/go/CXCzxAz.
Registration must be made no later than 9:00 AM, March 18, 2019. Exam registration and Letter of Intent sign up instructions can be found at: http://cityspace.ci.austin.tx.us/departments/hrm/civil-service/afd/sign-up-instructions-exams-and-exam-reviews.

Once you register, you will receive a confirmation email which will serve as your Letter of Intent. Civil Service will have the master list of those who have signed up. **Only those applicants who have registered by signing a Letter of Intent through the electronic process will be admitted into the examination.**

CONTENT OF EXAMINATION: Examination questions will be taken only from those source materials identified below. **No questions will be taken from material in the source that is assigned a label, e.g. figure, table, exhibit, box, Scan, etc., unless such material is specifically identified below.**

1. **Austin Fire Department Policies and Procedures (Per the Table of Contents on 12-17-2018)**
   o Candidates are responsible for sections A-H100s
   o 35% of exam questions will come from this source

2. **Austin Fire Department Training Manuals**
   o Candidates are responsible for Training Manuals titled:
     ▪ "Commercial Structure Fires" (effective date 10-04-2017)
     ▪ "High-Rise Operations" (effective date 01-01-2018)
     ▪ "Mid-Rise Operations" (effective date 10-04-2017)
   o 10% of the exam questions will come from this source

3. **25 to Survive: Reducing Residential Injury and LODD**
   o ISBN-13: 978-1593703097   Author: Daniel D. Shaw and Douglas J. Mitchell, Jr.
   o Candidates are responsible for all chapters, **excluding**: The Backstep
   o 20% of the exam questions will come from this source

4. **Fire Officer Principles and Practice, Enhanced 3rd Edition**
   o ISBN-13: 978-1284068368   Author: Michael Ward
   o Candidates are responsible for all chapters **excluding**: Fire Marks – You are the Fire Officer – Getting it Done – Assessment Center Tips – Near Miss Reports – Voices of Experience – Wrap-ups – Company Tips – Safety Zone – Fire Officer in Action – Fire Captain Activity
   o 25% of the exam questions will come from this source

5. **Extreme Ownership**
   o ISBN-13: 978-1250183866   Author: Jocko Willink and Leif Babin
   o Candidates are responsible for all chapters
   o 10% of the exam questions will come from this source

PASSING SCORE FOR WRITTEN EXAMINATION: In accordance with the Chapter 143.033 (c), candidates who receive a grade on the written examination of at least 70 points shall be determined to have passed the examination.

ADMINISTRATION OF EXAMINATION: 2.5 hours will be allowed for answering the questions.

FINAL PROMOTIONAL ELIGIBILITY LIST: The Director of Civil Service shall produce the eligibility list from which vacant positions shall be filled in rank order. The eligibility list shall rank all candidates based written examination score, together with any seniority points.

The exam is valid for two years from the date of the written exam. Pending appeals/disputes have no bearing on the effective date of the list.