

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

NOTICE OF WRITTEN EXAMINATION & SOURCE MATERIALS
LIST
FOR THE RANK OF
FIRE CAPTAIN

DATE: September 12, 2019

TIME: 9:00 AM

PLACE: TBD

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 Lieutenant classification for which the examination is held.

ELECTRONIC REGISTRATION FOR WRITTEN EXAM: 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 <https://signup.com/go/CpkUQvj>. Registration must be made no later than 9:00 AM, September 5, 2019. Exam registration and Letter of Intent signing 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, a confirmation email, which will serve as your Letter of Intent, will be sent to you once the registration period has ended. 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 EXAM: 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. AFD Policies and Procedures (Table of Contents 5-28-2019)

- Candidates are responsible for sections A-H100s
- 35% of the exam questions will come from this source

2. AFD Training Manuals

- High-Rise Operations (effective date: 2-12-2019)
- Mid-Rise Operations (effective date: 2-12-2019)
- Commercial Structure Fires (effective date: 10-4-2017)
- 10% of the exam questions will come from this source

3. Situational Awareness for Emergency Response

ISBN-13: 9781593703073 Richard B. Gasaway Fire Engineering/Pennwell

- Candidates are responsible for chapters 1-19
- 20% of the exam questions will come from this source

4. Truck Company Operations, 2nd Edition

ISBN-13: 9781593702182 John Mittendorf Fire Engineering/Pennwell

- Candidates are responsible chapters 1-18, EXCLUDING:
 - Training Resources
- 25% of the exam questions will come from this source

5. Extreme Ownership

ISBN: 9781250183866 Jocko Willink and Leif Babin St. Martin's Press

- Candidates are responsible chapters 1-12
- 10% of the exam questions will come from this source

PASSING SCORE FOR WRITTEN EXAMINATION: In accordance with the Collective Bargaining Agreement, Article 16, Section 4.B.2., the Promotional Process Consultant will determine whether or not to have a passing cut off score as a condition of proceeding to the Assessment Center portion of the promotional process.

The Promotional Process Consultant determined a cut score is not a requirement as a condition of proceeding to the Assessment Center process; therefore, all candidates that have taken the written examination will proceed to the Assessment Center process.

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