

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

**NOTICE OF ASSESSMENT CENTER**  
**FOR THE RANK OF**  
**BATTALION CHIEF**

**DATE:** June 7, 2021

**TIME:** Per date and time slot assignment

**PLACE:** Learning & Research Center  
5202 E. Ben White Blvd., #500  
Austin, Texas 78741

**CONTENT OF THE ASSESSMENT CENTER:** Assessment Center exercises will be designed to achieve a reasonably objective correlation to actual job requirements, skills, knowledge and aptitude. The Assessment will consist of three (3) exercises. Each exercise score will be calculated as follows:

1. Oral Tactical Exercise (33.33%)
2. Oral In-Basket Exercise (33.33%)
3. Situational Exercise (33.33%)

**PROMOTIONAL PROCESS RESULTS:** A candidate's total score from the promotional procedure shall be based on the composite of scores combining the final Written Examination and the Assessment Center scores, as determined by the Promotional Process Consultant. The total credit for all combined exam components will be 100% for the candidate's total score, and will be allocated as part of the test design, subject to the requirements of Article 16, Section 4.A.3. The Promotional Process Consultant has determined the final promotional eligibility list will be created using the scores for the written exam and the assessment center scores, and seniority points:

$$(WE*50\%) + (AC*50\%) + \text{Seniority Points}$$

**FINAL PROMOTIONAL ELIGIBILITY LIST:** Candidates who successfully complete both components of the promotional process will be placed on an eligibility list in rank composite score order. A final composite score list will be issued by the Promotional Process Consultant for each component completed within the promotional process. 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 on the candidate's composite scores from the Written Examination and the Assessment Center, together with any seniority points.

The exam is valid for twenty-four (24) months from the date of the written exam. Pending appeals/disputes have no bearing on the effective date of the list.