

**FIRE FIGHTERS' AND POLICE OFFICERS'  
CIVIL SERVICE COMMISSION**

CITY OF HOUSTON  
EXAMINATION ANNOUNCEMENT FOR  
THE POSITION OF

## **Senior Captain 2015**

Houston Fire Department

**QUALIFICATIONS FOR  
ELIGIBILITY TO TAKE TEST:**

**All Classified Fire Department Employees who have ever held a position for two (2) cumulative years or more in the classification of Captain and who have four (4) years actual service in the Houston Fire Department are eligible.** In order to be promoted, applicants must comply with all applicable Chapter 143 of the Tex. Loc. Gov't Code provisions dealing with promotions and provisions of the Collective Bargaining Agreement.

**DUTIES:**

As assigned by the superior officer.

**APPLICATION TO TAKE TEST:**

**ONLY "on-line" applications will be accepted.** To apply for this examination, please log on to: [www.houstonfire.org](http://www.houstonfire.org). Access to the Internet and to computer terminals may be found at The City of Houston Human Resources Department, 611 Walker, downstairs on the garden level; or any Public Library. On-line applications must be submitted by 4:30 PM, Friday, September 11, 2015

**NOTE:**

All information regarding education points and certification points **must** be turned in to HFD Human Resources before the promotional exam. The **deadline** to turn in your records for a promotional exam is **three (3) weeks prior** to the promotional examination date.

There will be **NO** revisions made to any points once the 5 day review period has ended. Any education or certification points presented at or after the exam, will be used in subsequent promotional exams, and will not be awarded toward the current promotional exam.

**NUMBER OF VACANCIES:**

On the date of this announcement, there are 0 vacancies created by retirement, 0 created by promotion, and 0 newly created by City Council. Please refer to the link below for updates. Please note that rankings may be adjusted on this list as individuals returning from military service take a comparable examination, and are added to this list. (Uniformed Services Employment and Reemployment Act).

**SOURCE MATERIAL LIST FOR  
2015 PROMOTIONAL EXAMINATION  
SENIOR CAPTAIN  
HOUSTON FIRE DEPARTMENT**

**Brannigan's Building Construction for the Fire Service, Copyright 2015, 5<sup>th</sup> Edition. OMIT THE FOLLOWING:** Table of Contents; Instructor, Student and Technology Resources; Acknowledgements; Preface; Case Studies; Figures, Wrap-ups (chapter summary, key terms, case study, and challenging questions); Tables; Branniganism; Challenging Questions (at end of each chapter); Appendix A; Appendix B; Glossary; and Index. By Francis L. Brannigan, Glenn P. Corbett, and NFPA. ISBN: 13: 978-1-4496-8894-3, 10: 1449688942. Published by Jones and Bartlett Learning, Burlington, Massachusetts. Customer Service: (800-832-0034). \$93.95 plus shipping and handling; \$70.46 with fire15 coupon applied. To order on-line (with discounted rate), go to: <http://www.jblearning.com/cart/Default.aspx?bc=8894-3&coupon=fire15> Candidates may also call customer service and reference book code 8894-3 and coupon code fire15 to receive discount.

**Principles of Fire Behavior and Combustion, Copyright 2015, 4<sup>th</sup> Edition. OMIT THE FOLLOWING:** Table of Contents; Brief Contents; Objectives; Introduction; Acknowledgements; Instructor, Student, and Technology Resources; Tables; Equations; Wrap-ups; Key Terms; Questions; References; **Chapters 1, 2, 3, and 14**; Appendix A; Appendix B; Glossary; and Index. By Richard Gann, Raymond Friedman, and NFPA. ISBN: 13: 978-0-7637-5717-5. Published by Jones and Bartlett Learning, Burlington, Massachusetts. Customer Service: (800-832-0034). \$102.95 plus shipping and handling; \$77.21 with fire15 coupon applied. To order on-line (with discounted rate), go to: <http://www.jblearning.com/cart/Default.aspx?bc=5717-5&coupon=fire15>

Candidates may also call customer service and reference book code 5717-5 and coupon code fire15 to receive discount.

**Fire and Emergency Services Administration: Management and Leadership Practices, Copyright 2014, 2<sup>nd</sup> Edition. OMIT THE FOLLOWING:** Table of Contents; Figures; Case Studies; Chapter Activities; References; FESHE Objectives; Knowledge Objectives; Words of Wisdom; Tables; Facts and Figures; Overview; Appendices; Index; About the Author; Instructor Resources; and Foreword. By L. Charles Smeby Jr. ISBN: 13: 978-1-4496-0583-4, 10: 1449605834. Published by Jones and Bartlett Learning, Burlington, Massachusetts. Customer Service: (800-832-0034). \$101.95 plus shipping and handling; \$76.46 with fire15 coupon applied. To order on-line (with discounted rate), go to: <http://www.jblearning.com/cart/Default.aspx?bc=0583-4&coupon=fire15>

Candidates may also call customer service and reference book code #0583-4 and coupon code fire15 to receive discount.

**Evidence-Based Practices for Strategic and Tactical Firefighting, Copyright 2016, 1<sup>st</sup> Edition. OMIT THE FOLLOWING:** Acknowledgements; Pages 16 and 17 (Continued Research, Summary and Wrap-up). By International Association of Fire Chiefs National Fire Protection Association. ISBN: 13: 978-1-284-08410-8, 10: 1284084108. Published by Jones and Bartlett Learning, Burlington, Massachusetts. Customer Service: (800-832-0034) \$13.95 plus shipping and handling; \$10.46 with fire15 coupon applied. To order on-line with discounted rate), go to: <http://www.jblearning.com/cart/Default.aspx?bc=08410-8&coupon=fire15>

Candidates may also call customer service and reference book code #08410-8 and promotion code fire15 to receive discount.

**Firefighting Strategies and Tactics, Copyright 2015, 3<sup>rd</sup> Edition. OMIT THE FOLLOWING:** Tables of Contents; About the Authors; Acknowledgements; Index; Glossary; Appendix A; Appendix B; Case Studies; Wrap-ups; and Chapter Objectives. By James S. Angle, Michael F. Gala Jr., David Harlow, William B. Lombardo, Craig M. Maciuba. ISBN: 13: 978-1-284-03643-5. Published by Jones and Bartlett Learning, Burlington, Massachusetts. Customer Service: (800-832-0034) \$106.95 plus shipping and handling; \$80.21 with fire15 coupon applied. To order on-line (at discounted rate), go to: <http://www.jblearning.com/cart/Default.aspx?bc=03643-5&coupon=fire15>

Candidates may also call customer service and reference book code 03643-5 and coupon code fire15 to receive discount.

*HFD Promotional Test Bundle (includes all 5 books): Use Promotion Code fire15 for discount. Bundle cost = \$254.25.*

*Go to: <http://www.jblearning.com/cart/Default.aspx?bc=10583-4&coupon=fire15>.*

*Enter Promo Code at check out.*

*Candidates may also call customer service and reference book code #10583-4 and coupon code fire15 for book bundle.*

**SOURCE MATERIAL LIST FOR 2015 PROMOTIONAL EXAMINATION: SENIOR CAPTAIN**

<b>Standard Operating Procedures: Volume I - Administration</b>		
<b>REFERENCE NUMBER</b>	<b>SUBJECT</b>	<b>DATE ON DOCUMENT</b>
01	Rules and Regulations	08-01-12
22	Leaves and Absences	01-07-14
23	Fire Station Management	03-01-13

<b>Standard Operating Procedures: Volume II - Emergency Operations</b>		
<b>REFERENCE NUMBER</b>	<b>SUBJECT</b>	<b>DATE ON DOCUMENT</b>
01	Staffing	03-01-13
05	High-rise Firefighting	09-01-08
06	Incident Management	04-23-15
07	Evacuation and Rescue Boat Operations	08-01-05
08	Rescue Rope	08-01-05
09	Trench Rescue Incidents	04-23-12
10	Tunnel Rescue Incidents with Appendix 1	08-01-05
11	Water Rescue Incidents	08-01-05
12	Confined Space Operations For First Responders	08-01-05
21	Rapid Intervention Teams and Survivability	09-2014
23	High Angle Rescue	08-01-05
24	Motor Vehicle Accident and Industrial Accident Extrication	08-01-05
28	Stokes Basket Operation	09-01-11
30	Elevator Operation	08-01-05
37	Shipboard Firefighting	01-01-10
41	Weapons of Mass Destruction with Attachments 1, 2, 3, and 4	05-20-15
42	May-Day	07-07-15
43	Thermal Imaging Camera	06-10-15
47	Structure Fire Incidents with Appendices 1 and 2	02-11-15

<b>Standard Operating Procedures: Volume III - EMS</b>		
<b>REFERENCE NUMBER</b>	<b>SUBJECT</b>	<b>DATE ON DOCUMENT</b>
09	Multiple Casualty Management Guidelines	03-19-14

## **SOURCE MATERIAL LIST FOR 2015 PROMOTIONAL EXAMINATION: SENIOR CAPTAIN**

**THE HOUSTON FIRE DEPARTMENT GUIDELINES FOR THE 2015 SENIOR CAPTAIN EXAMINATION** are available as a package from the Houston Fire Department, at the Quartermaster, in the Logistics Building, Room 102, 1205 Dart Street, Houston, Texas, 77007. The guideline packet is being provided to applicants free of charge by The Robert Garner Firefighter Foundation. (Picture I.D. is required and the package must be picked up in person)

**PLEASE NOTE:** Employees who will be eligible and who are interested in taking the examination should obtain the above books promptly in case a supply shortage should occur later in the year. Only the publishers' prices for the above books are listed. Prices may vary if books are obtained from any other sources. Questions for this promotional examination will be taken solely from the materials listed in this announcement. If resource materials are obtained through any source other than the quartermaster as specified herein, (e.g., internet, etc.), any discrepancy in the materials obtained through another source will not be allowed to support a challenge to an exam question based on such discrepancy, in whole or in part.

### **ORIENTATION:**

The candidate orientation sessions will cover information on both the written exams and the assessment process. Each session is anticipated to be approximately 2 hours. Attendance for this orientation is voluntary. Specifics regarding date(s), time(s) and the location will be announced at a later date.

### **DATE AND TIME OF EXAMINATION:**

The Assessment Center will be conducted on Saturday, November 14, 2015 at Dobie High School, 10220 Blackhawk, Houston, Texas 77089. Upon registration completion, candidates will be advised of their report time for the Assessment Center.

The Job Knowledge and Situational Judgment paper and pencil examinations will be given at 9:00 a.m. on Thursday, December 10, 2015 at the NRG Center, Room 30, 2<sup>nd</sup> floor, located at One NRG Park, Houston, Texas 77054. Parking is in the Orange lot and is anticipated to be \$12 per car. Upon registration completion, candidates will be advised of registration times for the day of the test.

### **DATE OF ANNOUNCEMENT:**

**August 12, 2015**

**POST UNTIL: September 11, 2015**

AN EQUAL OPPORTUNITY EMPLOYER M/F