

**\*\*\*CORRECTED\*\*\***

The following source **HAS BEEN REMOVED** from the **2018** promotional exam for **ENGINEER/OPERATOR, HOUSTON FIRE DEPARTMENT**.

**FIRE SERVICE PERSONNEL MANAGEMENT (WITH MY FIRE KIT)**, 3<sup>RD</sup> Edition, Copyright 2010; ISBN: 978-0-13-512677-6, By: Steven T. Edward. Published by Pearson Education. 22 River Street, Hoboken, NJ 07030.

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

**CITY OF HOUSTON  
SOURCE MATERIAL LIST FOR  
PROMOTIONAL EXAMINATION OF**

**Engineer/Operator 2018  
Houston Fire Department**

The **2018** promotional examination for **ENGINEER/OPERATOR, HOUSTON FIRE DEPARTMENT**, will be written from the following sources:

**FIRE APPARATUS DRIVER/OPERATOR: PUMP, AERIAL, TILLER, AND MOBILE WATER SUPPLY**, 3<sup>rd</sup> Edition, Copyright 2019. ISBN: 9781284147612. By: National Fire Protection Association. Published by Jones and Bartlett. 5 Wall Street, Burlington, MA 01803. (800) 526-1536. Cost: \$91.95+ Ground shipping approx. \$12.00. Rush orders are available. The book may be purchased online from [www.jblearning.com](http://www.jblearning.com). as well as other online retailers.

**BRANNIGAN'S BUILDING CONSTRUCTION FOR THE FIRE SERVICE**, 5<sup>TH</sup> Edition, Copyright 2015; ISBN: 978-1-284-13613-5, By: Glenn P. Corbett and Francis L. Brannigan. Published by Jones and Bartlett Learning. 5 Wall Street, Burlington, MA 01803 (800) 526-1536. Cost: \$109.95 + Ground shipping approx. \$12.00. Rush orders are available. The book may be purchased online from [www.jblearning.com](http://www.jblearning.com). as well as other online retailers.

**DIVERSITY CONSCIOUSNESS: OPENING OUR MINDS TO PEOPLE, CULTURE, AND OPPORTUNITIES**, 4<sup>TH</sup> Edition, Copyright 2015. ISBN: 978-0-321-91906-9. By: Richard D. Bucher. Published by Pearson Education. 22 River Street, Hoboken, NJ 07030. (800) 947-7700. Cost: \$ 60.40; Online cost: \$ 57.38+ Ground shipping approx. \$ 11.04. If ordered online shipping is free. Rush orders are available. Order can be placed online at [www.pearsonhighered.com](http://www.pearsonhighered.com)

**EVIDENCE-BASED PRACTICES FOR STRATEGIC AND TACTICAL FIREFIGHTING**, 1<sup>ST</sup> Edition, Copyright 2016; ISBN: 978-1-284-08410-8, By: National Fire Protection Association. Published by Jones and Bartlett Learning. 5 Wall Street, Burlington, MA 01803 (800) 526-1536. Cost: \$15.95 + Ground shipping approx. \$10.00. Rush orders are available. The book may be purchased online from [www.jblearning.com](http://www.jblearning.com). as well as other online retailers.

THE FOLLOWING HOUSTON FIRE DEPARTMENT GUIDELINES WILL ALSO BE INCLUDED:

**VOLUME I - ADMINISTRATION**

I - 01	RULES AND REGULATIONS	DATED 08-01-12
I - 03	COMMUNITY INTERACTION	DATED 09-09-15
I - 04	COMPLAINTS	DATED 04-14-16
I - 06	CONTROLLED SUBSTANCE AND ALCOHOL ABUSE	DATED 09-11-15
I - 09	MUTUAL AID	DATED 05-22-15
I - 10	MOBILE AND PORTABLE RADIO OPERATIONS	DATED 10-23-15
I - 19	GRIEVANCES (CLASSIFIED)	DATED 09-19-11
I - 22	LEAVES AND ABSENCES	DATED 05-14-18
I - 23	FIRE STATION MANAGEMENT	DATED 03-01-13
I - 24	UNIFORM REGULATIONS AND PERSONAL APPEARANCE	DATED 01-02-14
I - 27	PERSONNEL RECORDS	DATED 09-26-16
I - 30	COACHING COUNSELING AND MOTIVATING	DATES 08-27-15
I - 33	INTERNET/INTRANET	DATED 09-26-16

**VOLUME II – EMERGENCY OPERATIONS**

II – 01	STAFFING	DATED 03-01-13
II – 02	PROTECTIVE CLOTHING	DATED 01-02-12
II – 05	HIGH-RISE FIREFIGHTING	DATED 09-01-08
II – 06	INCIDENT MANAGEMENT	DATED 04-23-15
II – 07	EVACUATION AND RESCUE BOAT OPERATIONS	DATED 10-15-15
II – 09	TRENCH RESCUE INCIDENTS	DATED 04-23-12
II – 11	WATER RESCUE INCIDENTS	DATED 10-15-15
II – 12	CONFINED SPACE OPERATIONS	DATED 10-15-15
II – 15	HAZARDOUS MATERIALS INCIDENTS	DATED 04-24-15
II – 17	REHABILITATION	DATED 08-01-15
II – 18	AIRPORT GUIDELINES	DATED 02-09-15
II – 21	RAPID INTERVENTION TEAMS AND SURVIVABILITY	DATED 09-01-14
II – 24	MOTOR VEHICLE ACCIDENT AND INDUSTRIAL ACCIDENT EXTRICATION	DATED 08-01-15
II – 27	CHEMICAL EXPOSURE EVALUATION	DATED 07-06-15
II – 28	STOKES BASKET OPERATIONS	DATED 09-01-11
II – 32	DEVELOPING EFFECTIVE WATER SUPPLIES	DATED 08-01-05
II – 33	HURRICANE GUIDELINE	DATED 04-23-15
II – 34	WATER SUPPLY OFFICER	DATES 08-01-05
II – 36	DECONTAMINATION	DATED 07-06-15
II – 41	WEAPONS OF MASS DESTRUCTION	DATED 05-20-15
II – 42	MAY-DAY	DATED 07-07-15
II – 43	THERMAL IMAGING CAMERA	DATED 06-10-15
II – 46	MULTIPLE PATIENT VEHICLE OPERATIONS – AMBUS MPV-602	DATED 07-08-13
II – 47	STRUCTURE FIRE INCIDENTS	DATED 02-11-15

**VOLUME III – EMERGENCY MEDICAL SERVICES**

III – 01	PATIENT CARE GUIDELINES AND STANDING ORDERS FOR BLS AND ALS UNITS	DATED 06-06-18
III – 02	HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) RULES AND REGULATIONS	DATED 12-01-05
III – 03	INFECTIOUS DISEASE AND CONTROL	DATED 11-24-14
III – 09	MASS CASUALTY MANAGEMENT GUIDELINES	DATED 03-19-14
III – 10	EMERGENCY TRANSPORTATION OF PATIENTS IN NON-AUTHORIZED TRANSPORT VEHICLES	DATED 08-13-15
EO 1-18	POLICY ON USE OF SOCIAL MEDIA	DATED 01-04-11
EO-1-50	WORKPLACE DISCRIMINATION AND HARASSMENT	DATED 04-06-12

**THE HOUSTON FIRE DEPARTMENT GUIDELINES FOR THE 2018 ENGINEER/OPERATOR EXAMINATION**

Applicants may access, download, and/or print the source material guidelines and executive orders from the following link. (<https://www.dropbox.com/sh/z0lh7b186jdsvw7/AABmHZeKrtOWAjQwebZ0Bk9va?dl=0>). Applicants shall refrain from utilizing any City of Houston printer to print Source Material Guidelines and Executive Orders or other study material.

**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 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.**

**PLEASE NOTE: A study aide will be emailed to the candidates. Information contained in tables, graphs, pictures, highlights, etc. within the chapters/section/portion of the sources listed for study in this announcement may be included in the examination.**

**ORIENTATION:**

Classified Testing will conduct a Test Process orientation on:

**Monday, July 30, 2018 at 10 am**

**Tuesday, July 31, 2018 at 10 am**

**Wednesday, August 01, 2018 at 10 am**

**Thursday, August 02, 2018 at 10 am**

**Friday, August 03, 2018 at 10 am**

All orientations will be conducted at the Val Jahnke Training Facility, in the gym, located at 8030 Braniff St., Houston, 77061. If unable to attend one of the scheduled sessions, please contact Classified Testing at [HFDCST@houstontx.gov](mailto:HFDCST@houstontx.gov).

**DATE AND TIME OF EXAMINATION:**

The examination will be given at **9:00 AM, Wednesday, October 10, 2018**, in Hall A at the NRG Center, N Stadium Drive, Houston, TX 77054.

**Please enter off Kirby and Mc Nee, Gate 10, and park in the Orange Lot. The cost for parking is \$12, cash only, with NO in and out privileges.**

**REASONABLE ACCOMMODATIONS:**

Please notify Classified Testing ([HFDCST@houstontx.gov](mailto:HFDCST@houstontx.gov)) as soon as possible if you will need special accommodations at the test site. You must submit the necessary documents **3 weeks before the exam date**.

**DATE OF ANNOUNCEMENT:**

**Wednesday, August 15, 2018**